



Saltash Town Council

Konsel An Dre Essa



*The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk
16 September 2026*

Dear Councillor

I write to summon you to the **Meeting of Policy and Finance Committee** to be held at the Guildhall on **Tuesday 22nd September 2026 at 6.30 pm.**

The meeting is open to members of the public and press. Any member of the public requiring to put a question to the Town Council must do so **no later than three working days before the meeting** either by email to enquiries@saltash.gov.uk or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the before the meeting.**

Yours sincerely,

S Burrows
Town Clerk/ RFO

To:

Essa	Tamar	Trematon
A Ashburn R Bickford R Bullock L Mortimore P Samuels (Chairman)	S Gillies M Johns S Martin P Nowlan J Peggs J Suter (Vice-Chairman)	S Slavin S Miller B Samuels B Stoyel

Agenda

1. Civility and Respect Pledge Reminder.
The Town Council has adopted the Civility and Respect Pledge. Members are reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.
2. Health and Safety Announcements.
3. Apologies.
4. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
5. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.
Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than three working days before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.
6. To receive and approve the minutes of the Policy and Finance Committee held on 7 July 2026 as a true and correct record. (Pages 5 - 15)
7. To review the Policy and Finance Business Plan Deliverables and consider any actions and associated expenditure; (Pages 16 - 17)
8. To note that all accounts and bank accounts are reconciled up to August 2026.
9. To note that petty cash is reconciled up to August 2026.
10. To receive and note a report on VAT. (Page 18)
11. To receive a report on investments and consider any actions and associated expenditure. (Page 19)
12. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. There are no discrepancies to report.

13. To receive the current STC Committee budget statements and consider any actions and associated expenditure. (Pages 20 - 33)
14. To receive a report on investments and consider any actions and associated expenditure. (Pages 34 - 37)
15. To receive a report on insurance claims and consider any actions and associated expenditure. (Page 38)
16. To receive the Town Council main insurance policy renewal and consider any actions and associated expenditure. (Pages 39 - 40)
17. To consider Risk Management reports as may be received.
18. To receive an updated report on Democratic Services Software and consider any actions and associated expenditure. (Pages 41 - 47)
(Pursuant to P&F held on 7.7.26 minute nr. 49/26/27)
19. To consider a Community Chest application from Saltash Amateur Boxing Club and consider any actions and associated expenditure. (Pages 48 - 77)
20. To consider a Festival Fund application from Saltash Christmas Festival and consider any actions and associated expenditure. (Pages 78 - 101)
21. To receive reports on Town Council Grant Funding and consider any actions and associated expenditure.
 - a. CC290 Tamar Trotters; (Pages 102 - 108)
 - b. FF132 Saltash May Fair; (Pages 109 - 114)
 - c. FF133 Regatta. (Pages 115 - 126)
22. To receive and note Saltash Youth Network meeting notes. (Pages 127 - 132)
23. To receive and note quarterly reports for the Commissioning of Professional Youth Work in Saltash:
 - a. Livewire; (Pages 133 - 142)
 - b. The Core. (Pages 143 - 149)
24. To receive reports from Working Groups and Outside Bodies:
 - a. Saltash Team For Youth.
 - b. Section 106 Panel.

25. Public Bodies (Admission to Meetings) Act 1960:
To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.
26. To consider any items referred from the main part of the agenda.
27. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
28. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 10 November 2026 at 6.30 pm

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Policy and Finance Committee held at the Guildhall on Tuesday 7th July 2026 at 6.30 pm

PRESENT: Councillors: R Bullock, S Miller, P Nowlan, B Samuels, P Samuels (Chairman), B Stoyel and J Suter (Vice-Chairman).

ALSO PRESENT: 1 Members of the Public, S Burrows (Town Clerk / RFO), D Joyce (Office Manager / Assistant to the Town Clerk) and W Peters (Finance Officer).

APOLOGIES: A Ashburn, R Bickford, S Gillies, M Johns, S Martin, L Mortimore and J Peggs.

31/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

32/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

The Chairman informed those present of the actions required in the event of a fire or emergency.

33/26/27 DECLARATIONS OF INTEREST:

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None received.

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None received.

34/26/27 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

35/26/27 TO RECEIVE AND APPROVE THE MINUTES OF THE POLICY AND FINANCE COMMITTEE HELD ON 12 MAY 2026 AS A TRUE AND CORRECT RECORD.

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED** that the minutes of the Policy and Finance Committee held on 12 May 2026 were confirmed as a true and correct record.

36/26/27 TO REVIEW THE POLICY AND FINANCE BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE;

It was **RESOLVED** to note.

37/26/27 TO NOTE THAT ALL ACCOUNTS AND BANK ACCOUNTS ARE RECONCILED UP TO MAY 2026.

It was **RESOLVED** to note.

38/26/27 TO NOTE THAT PETTY CASH IS RECONCILED UP TO JUNE 2026.

It was **RESOLVED** to note.

39/26/27 TO RECEIVE AND NOTE A REPORT ON VAT.

It was **RESOLVED** to note.

40/26/27 TO RECEIVE A REPORT ON INVESTMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

41/26/27 TO NOTE THAT AN AUDIT ON RECENT SUPPLIER PAYMENTS WAS CONDUCTED BY THE CHAIRMAN OF POLICY & FINANCE IN LINE WITH THE COUNCILS FINANCIAL REGULATIONS. THERE ARE NO DISCREPANCIES TO REPORT.

It was **RESOLVED** to note.

42/26/27 TO RECEIVE THE CURRENT STC COMMITTEE BUDGET STATEMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

43/26/27 TO RECEIVE A REPORT FROM THE FINANCE OFFICER AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members considered the report and recommendations from the Finance Officer contained within the circulated reports pack.

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED** to note the report and updated HMRC standard mileage reimbursement rate and approve an increase in the Town Council mileage rate from 45 pence to 55 pence per mile, in accordance with NALC guidance.

44/26/27 TO RECEIVE A REPORT ON INSURANCE CLAIMS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

45/26/27 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

46/26/27

TO RECEIVE A REPORT ON BREAKTHROUGH COMMUNICATIONS SERVICE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk updated Members on the contents of the report, highlighting savings achieved through the early renewal of the Breakthrough Communications subscription, which resulted in a £500 saving.

Members were also advised that, upon annual renewal, Breakthrough Communications had offered a three-year price lock, generating a further saving of almost £1,000 in addition to the £500 already secured.

The service, which has been in place since August 2019, provides support and training on data protection, communications and social media management.

Members noted that the service has established a strong reputation amongst town and parish councils and continues to provide reliable and trusted support.

Following a unanimous vote, it was proposed by Councillor Miller, seconded by Councillor Nowlan and **RESOLVED:**

1. To note the contents of the report and approve a three-year price-lock agreement with Breakthrough Communications at a total cost of £4,990, extending the contract term to January 2030;
2. To note that £1,995 has already been paid for the initial 12-month subscription period, leaving a balance of £2,995 plus VAT to secure the three-year extension, to be funded from budget code 6208 Subscriptions.

47/26/27

TO RECEIVE AN UPDATED REPORT ON TOWN COUNCIL POLICIES AND PROCESSES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk provided a verbal update on the policy review process detailed within the circulated reports pack. Members were advised that the second phase of the two-stage review being undertaken with CALC had been completed, with approximately 8–10 policies remaining to be finalised.

It was noted that, once the review is complete, the policies will be formatted and presented to Members for consideration. An Extraordinary Policy and Finance meeting is proposed for September to review, comment on and approve the full suite of policies.

The Chairman encouraged Members to review the policies in advance of the meeting to ensure they align with the Council's objectives and vision.

The Town Clerk highlighted the importance of a robust governance framework in promoting accountability and transparency, and emphasised the need for consistent and harmonised policies to support effective operations for both Members and staff.

Members were encouraged to actively participate in the review process to ensure the policies reflect the Council's objectives and the needs of the community.

It was **RESOLVED** to note.

48/26/27

TO CONSIDER COMMUNITY CHEST APPLICATIONS:

a. CC293 Gleaning Cornwall;

The applicant, who was in attendance, was invited by the Chairman to address Members. The applicant outlined the work of the charity, which focuses on reducing food waste by collecting surplus produce from farms across Cornwall and distributing it to individuals and families experiencing food insecurity.

Members were advised that the grant application of £250 would contribute towards the purchase of a laptop to support the charity's administrative activities.

It was noted that several volunteers are residents of Saltash and that the laptop would be used by the Saltash volunteer team in delivering the charity's services.

Members also noted that food collected by the charity is distributed within Saltash through local organisations, including food larders and community kitchens.

Following a unanimous vote, it was proposed by Councillor Bullock, seconded by Councillor Miller and **RESOLVED** to award the full amount of £250.00.

b. CC294 Saltash Music, Speech and Drama Festival;

Members discussed the application and noted concerns regarding the level of participation from the local community, despite efforts by the festival organisers to encourage involvement.

Members also recognised that the festival attracts visitors from outside the area, contributing positively to community engagement, cultural enrichment and the local economy.

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor B Samuels and **RESOLVED** to award the full amount of £1,000.

c. CC295 Saltash United Football Club.

Members discussed the application and noted that it had been submitted by the Adult Team, whereas the application considered in May had been submitted by the Junior Club.

Members acknowledged that the two organisations operate separately. It was further noted that the Adult Team is a well-established community club with a substantial membership, providing opportunities for participation in sport, promoting physical wellbeing, and encouraging community engagement among local residents. Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Stoyel and **RESOLVED** to award the full amount of £989.89.

TO RECEIVE A REPORT ON AUDIO VISUAL, DEMOCRATIC SERVICES, TELEPHONY AND INTERNET AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman invited Councillor Nowlan to present an update on the technology and infrastructure improvements being explored across the Council's systems and services.

Councillor Nowlan thanked the Mayor's Secretary and the Office Manager for their comprehensive report covering audio visual equipment, telephony, internet connectivity and democratic services software.

Members noted the phased implementation plan proposed within the report, which aims to improve connectivity, communications, administrative efficiency and public engagement through a programme of technology upgrades.

Members discussed the importance of future-proofing the Council's technology infrastructure, particularly in light of ongoing connectivity issues and the increasing reliance on cloud-based services. It was noted that poor internet performance currently impacts productivity and operational efficiency.

Members noted that Fibre to the Premises (FTTP) was identified as the preferred connectivity solution. However, officers advised that availability at the Guildhall could not be confirmed until a formal application had been submitted.

Members agreed that, should FTTP not be available, alternative dedicated internet solutions should be explored to provide improved reliability and speed.

During the discussion of the meeting Councillor Stoyel gave his apologies and left the meeting.

Members reviewed the recommendations for each proposed company appointment and discussed the associated costs, benefits and service provisions.

The Town Clerk advised that funding for audio visual and PA equipment falls within the remit of the Services Committee. Members considered a recommendation to utilise funding from the EMF Website Budget Code to enable priority technology improvements to proceed without delay, with a report to be submitted to the next Services Committee meeting seeking the necessary budget virement.

The Town Clerk further recommended that the Office Manager, in consultation with Councillors Nowlan and Bickford, be authorised to undertake a full tender process for improvements to the acoustics within the Long Room, should this be required.

Members noted that a further report and recommendation would be presented to the Policy and Finance Committee in September.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Nowlan and **RESOLVED**;

1. To delegate authority to the Office Manager/Assistant to the Town Clerk to implement the phased technology improvements identified within the report;
2. To award the contract for the Long Room audio-visual solution to Company C at a capital cost of £8,946.79;
3. To award the contract for the portable PA systems to Company B at a capital cost of £2,158.21;
4. To award the contract for the telephone system to Company C at a capital cost of £3,230.00 and an annual cost of £2,081.28;
5. To award the contract for internet provision to Company C at a capital cost of £125.00 and an annual revenue cost of £3,300.00, subject to the availability of Fibre to the Premises (FTTP);
6. To award the contract for Democratic Services Software to Company B, with implementation to commence in January 2027 to facilitate a managed transition, at a capital cost of £2,995.00 and annual cost of £3,395.00;
7. To allocate the associated costs across budget codes 6208 PF Subscriptions, 6287 PF EMF Website (interim budget code), 6300 PF Telephone, Internet and Mobile;
8. To **RECOMMEND** to the September Services Committee to vire associated costs from budget code 6414 GH Equipment Guildhall to 6287 EMF Website to support the various upgrades;
9. To provide delegated authority to the Officer Manager / Assistant to the Town Clerk, working with Councillors Bickford and Nowlan, to develop the Long Room acoustic specification and obtain quotations or undertake a full formal tender process, where required under the Town Council's Financial Regulations, reporting back at a future meeting with recommendations.

50/26/27 TO RECEIVE A REPORT FROM THE COMMUNITY EMERGENCY PLAN WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received an update from the Emergency Plan Working Group and noted that a vacancy exists on the Group for any Member who wishes to participate.

Members requested that the Office Manager/Assistant to the Town Clerk circulate details of the vacancy and invite expressions of interest from Members wishing to join the Group.

It was **RESOLVED** to note.

51/26/27 TO RECEIVE AND NOTE QUARTERLY REPORTS FOR THE COMMISSIONING OF PROFESSIONAL YOUTH WORK IN SALTASH:

a. Livewire;

Members welcomed the professional and comprehensive report received from Livewire and discussed the valuable work undertaken by the organisation in supporting local young people. Members recognised the importance of the Town Council's annual funding contribution in helping to sustain these services.

It was **RESOLVED** to note.

b. The Core.

Members received the report from The Core and commended the organisation for its continued work and positive contribution to the local community.

It was **RESOLVED** to note.

52/26/27 TO RECEIVE REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES:

a. Neighbourhood Plan Steering Group;

Members received an update on the recent meeting and noted the forthcoming engagement session with the consultants, scheduled for 13 July, which Members were invited to attend.

Members were advised that further stakeholder engagement and Member input would be required in September. It was noted that additional information would be circulated once the Working Group and consultants had agreed a timeline for the preparation of both the Settlement Spatial Plan and the Neighbourhood Priority Statement.

It was **RESOLVED** to note.

b. Saltash Team for Youth;

Nothing to report.

c. Section 106 Panel.

Nothing to report.

53/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

54/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

55/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that the public and press be re-admitted to the meeting.

56/26/27 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES
ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE
OF THE MEETING.**

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Nowlan and **RESOLVED** to issue the following Press and Social Media releases:

1. The award of Community Chest funding;
2. An update on the Neighbourhood Plan review, including progress to date and forthcoming community engagement opportunities.

DATE OF NEXT MEETING

Tuesday 22 September 2026 at 6.30 pm

Rising at: 7.41 pm

Signed: _____
Chairman

Dated: _____

Objective	What we will deliver	Lead Officer	Resources	Ongoing	Year				What we achieved	Completed	Already do
To encourage and deliver an annual budget supported by financial stability that is both resilient and responsible in order to support STC Expenditure that is either planned, unexpected or of an emergency nature.	High level of services that benefit local residents and wider community by means of improved facilities and better quality of life Maintaining quality services, supporting events, programs and initiatives that enhance the attractiveness and economic activity of the Town	RFO / Finance Officer	Finance						Preparation and recommendation of a reasonable and balanced precept increase for the 2026–2027 financial year. Robust financial management has been maintained through regular monthly budget monitoring, ensuring that expenditure remains controlled, appropriate, and within approved limits. In addition, transparency and accountability have been upheld through the consistent publication of monthly budget reports for each committee meeting.	Completed	
To further develop policies that support the smooth running of the Council and promote efficiencies which will ultimately benefit the Town.	To monitor and deliver policies that are fit for purpose in an ever changing and challenging environment. Enable a clear sense of direction to follow Communicating effectively with the local community for better understanding of the value the Town Council delivers	Town Clerk / Office Manager	Administration / Members						Admin have reviewed the Complaints Policy. Personnel reviewed the amount under delegated authority for training in the scheme of delegation Town Council reviewed the Civic Handbook. The Committee’s decision at its meeting on 10 March 2026 to authorise a full external review of the Town Council’s Governance Framework. A review under Assertion 10 was completed, resulting in improved Privacy Notices for both the Town Council and Members, an updated IT Policy, and enhanced accessibility across Town Council processes. Amendments to the procedures for receiving public questions, representations and evidence at meetings were reviewed and approved, alongside the adoption of a streamlined and clearer complaints procedure. Attendance at the May Fair followed a review of the Council’s approach to external engagement, with business plan messaging used to promote the value and services delivered by the Town Council. The Town Council approved to adopt CALC’s new streamlined policy framework, which is fully aligned with sector best practice and removes duplication as well as proposed amendments to the policies within the new streamlined structure - appointing CALC to undertake Stage 2 of the review	Completed	
									The Death of a VIP protocol has been amended to reflect changes in the monarchy and new guidance. Town Clerk has progressed with Stage 2 of the policy review with Administration to assist with formatting and distribution subject to final sign off received from Town Clerk. Communications via social media upon the election of Chairmans and Vice Chairmans providing clear infomation on the remits and resposibilities of each Committee.	Completed	

To support the delivery of professional youth work	Set a reasonable budget for organisations to tender Create clear and transparent tender documents for bid submissions providing a fair and reasonable timeframe Advertise the tender widely to ensure those who meet the criteria have the opportunity to bid Promote awareness for youth work organisations, enabling collaboration and best practice and use of resources.	Administration Officer	Administration						Members have set a budget of £100,000 each year for the period 2026-2029. Clear and transparent tender documents have been created for bid submissions with a 4 week timeframe for bids to be submitted. The tender has been advertised on STC website, contracts finder, social media and on STC noticeboards. Emails have been sent to key stakeholders to notify them the tender is live and Saltash Team for Youth. Team for Youth recommendations were approved, with all funding awarded to two vital PYW organisations within the town. Annual reviews of documentation will be scheduled to ensure all requirements are met prior to the release of future funding. Saltash Team for Youth will continue to work with the organisations should any additional support needs be identified. Funding opportunities were shared with key stakeholders via social media channels. An agreement between Saltash Town Council and the Saltash Youth Network has been drafted and is scheduled for consideration at the Policy and Finance Committee on 12 May 2026, with the Saltash Youth Network confirming they are content with the agreement. 1st Quarter of new year completed with reports received from youth organisations as per funding agreement. An agreement has been signed between SYN and the Town Council and will be reviewed annually.	Completed	
To provide Community Chest and Festival Fund Grants	Continue to provide grants and funding opportunities that benefit the community Set a reasonable budget for organisations to submit an application for their project or event Provide 1:1 support to ensure the application is fully complete prior to receiving at Committee Improve the current Town Council Grant Policy (if necessary) by making it more accessible for the end user Advertise the Grant opportunity widely	P&F Committee P&F Committee Receptionist Cllrs Gillies, Bickford, Suter, Peggs Communications and Engagement Officer	Administration / Members						1:1 support offered to all at point of initial enquiry. Applicants are encouraged to ask for help and supported through any queries with application at point of checking. The awarding of grants in accordance with the Town Council's Grants Policy. Application from a county-wide charity, which falls outside the current policy criteria, presented to the Policy and Finance Committee for consideration on the basis of its local impact. Advice provided on alternative funding sources where enquiries fall outside the funding scope. Advice given to applicant when plan to deliver project change, applicant supported to make changes on application form to ensure it matched quote. Grant oppotunities continue to be advertsied through social media channels with applications continuing to be regularly received through appropriate avenues and support given accordingly.		
To further strengthen relationships with Saltash Plougastel Twinning.	Reaffirm friendship charter Mayor in office to hold honorary position on the Saltash Plougastel Twinning Associations Committee Provide the Association free room hire for meetings and events	Mayors Secretary	Administration		1	2	3	4	Charter reaffirm event to take place on 15 May at Guildhall. Plans underway. Twinning Association pleased with Mayor holding position and delighted with free room hire. Successful event delivered where charter was signed. Charter is being framed and additional signed copy sent to Plougastel. Preperations continue for reaffirmation of friendship event to be held on 2026 in Plogastel.	Completed	

To receive and note a report on VAT

Report to:

Policy & Finance Committee

Date of Report:

3 September 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To update the members with the latest VAT return submission information.

Officer's Recommendations

To note the report.

Report Summary

The last VAT Return submitted was for the period 1 April 2026 – 30 June 2026 and submitted on 6 August 2026. A refund of £19,444.24 was received on 12 Aug 2026.

Interest payment of £4.39 was also received from HMRC due to delayed refund payment for the same period above.

The next VAT Return for the period 1 July 2026 – 30 September 2026 is due on 7 November 2026.

Signature of Officer:

Finance Officer

To receive a report on investments and consider any actions and associated expenditure

Report to:

Policy & Finance Committee

Date of Report:

3 September 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To update the members with the latest investment funds information.

Officer's Recommendations

To note the information in the report below, with regards to investment balances held at 3 September 2026.

Report Summary

Investment Description	Amount	Limit of Investment	Required Period to Withdraw	Maturity Date	Percentage Rate
CCLA Public Sector Deposit Fund	£830,000	£10,000,000+	Next Day	N/A	3.86% - Aug 2026
Barclays Active Saver	£401	£10,000,000+	Instant	N/A	1.05% - March 2026
Nationwide 95 day Notice Account – Issue 11	£865,650	£1,000,000	95 days' notice	N/A	3.25% - January 2026
Cornwall Council Deposit Fund	£600,810	£1,000,000	Before 9:30am Same Day. After 9:30am Next Day	N/A	4.30% - Aug 2026

Signature of Officer:

Finance Officer

Saltash Town Council Summary Budget Report 2026-27

Saltash Town Council

For the 4 months ending 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Operating Income				
Burial Authority Income	24,975	16,184	4,746	11,438
Burial Board Income	3,771	3,666	3,080	586
Guildhall Income	2,275	2,331	490	1,841
Library Income	1,530	780	55	725
Maurice Huggins Income	1,178	1,400	2,060	(660)
P&F Income	130,719	58,700	17,044	41,656
Service Delivery Income	20,219	24,513	22,063	2,450
Station Income	5,953	6,620	2,221	4,399
Total Operating Income	190,621	114,194	51,760	62,434
Operating Expenditure				
Burial Authority Expenditure	13,633	4,716	1,171	3,545
Burial Board Expenditure	2,668	5,058	105	4,953
Guildhall Expenditure	28,550	45,693	14,199	31,494
Library Expenditure	52,002	57,439	25,199	32,240
Maurice Huggins Expenses	2,106	4,759	1,334	3,425
Personnel Expenditure	13,000	19,024	7,755	11,269
Personnel Staffing Cost	830,449	1,006,848	289,899	716,949
P&F Expenditure	196,882	288,545	106,114	182,431
Service Delivery Expenditure	130,579	143,782	33,507	110,275
Station Expenditure	11,623	19,041	7,029	12,012
Total Operating Expenditure	1,281,493	1,594,905	486,313	1,108,592
Total Operating Surplus/ (Deficit)	(1,090,872)	(1,480,711)	(434,554)	(1,046,157)
EMF Expenditure				
Burial Authority EMF Expenditure	0	25,387	68	25,319
Burial Board EMF Expenditure	0	15,334	0	15,334
Guildhall EMF Expenditure	7,131	43,086	0	43,086
Library EMF Expenditure	27,303	155,848	84,915	70,933
Maurice Huggins EMF Expenditure	0	5,429	0	5,429
Personnel EMF Expenditure	22,107	117,226	1,426	115,800
P&F EMF Expenditure	88,007	156,824	9,874	146,950
Service Delivery EMF Expenditure	221,763	414,531	12,721	401,810
Station EMF Expenditure	10,922	55,870	0	55,870
Total EMF Expenditure	377,232	989,535	109,004	880,531
Total Overall Expenditure (Operational & EMF)	1,658,725	2,584,440	595,317	1,989,123
Total Overall Budget Surplus/ Defecit	(1,468,105)	(2,470,246)	(543,557)	(1,926,689)

Notes

All budget virements are detailed on the individual committee budget sheets

Burial Authority Committee - Burial Authority Budget 2026-27
 Saltash Town Council
 For the 4 Months ending 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Burial Authority Operating Income				
4612 BA Cemetery Fees	24,261	15,570	4,232	11,338
4614 BA Memorial Bench Income	250	600	500	100
4615 BA National Grid Wayleave Income	464	14	14	(0)
Total Burial Authority Operating Income	24,975	16,184	4,746	11,438
Burial Authority Operating Expenditure				
6000 BA Petrol	46	260	30	230
6001 BA Machinery Maintenance Costs	127	317	0	317
6004 BA General Site Maintenance	993	1,038	102	936
6008 BA Tree Survey & Tree Maintenance	481	908	0	908
6009 BA Electricity Costs	452	421	72	349
6012 BA Memorial (Expenditure)	116	518	36	483
6013 BA Security Alarm Maintenance	66	344	394	(50)
6014 BA Cemetery Software Subscription	660	726	387	339
6015 BA Annual Keyholding Service	0	184	151	33
Total Burial Authority Operating Expenditure	2,941	4,716	1,171	3,545
Total Burial Authority Operating Surplus/ (Deficit)	22,034	11,468	3,575	7,893
Burial Authority EMF Expenditure				
6070 BA EMF Churchtown Cemetery Capital Works	0	7,472	0	7,472
6071 BA EMF Replace Machinery & Equipment	0	13,942	0	13,942
6073 BA EMF Memorial Garden	0	3,570	68	3,502
6074 BA EMF Water	0	403	0	403
Total Burial Authority EMF Expenditure	0	25,387	68	25,319
Total Burial Authority Expenditure (Operational & EMF)	2,941	30,103	1,239	28,864
Total Burial Authority Budget Surplus/ Deficit	22,034	(13,919)	3,507	(17,426)

To/From Reserves & Budget Virements 2026/27

1. 6013 BA Security Alarm Maintenance overspent by £50 due to including annual costs of £77 relating to 2027/28. These costs will be adjusted at Year End

Key

- Spending is on target as predicted at this point in the financial year
- Spending is higher than anticipated and needs to be monitored closely
- Budget is overspent - requires investigation and recommend virement

Joint Burial Board Committee - Burial Board Budget 2026-27
 Saltash Town Council
 For the 4 months ending 31 July 2026

Account	Prior YTD 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Burial Board Operating Income				
4600 BB Cemetery Fees (St. Stephens)	3,105	3,000	2,399	601
4605 BB SLA Payment Grass Cutting	666	666	681	(15)
Total Burial Board Operating Income	3,771	3,666	3,080	586
Burial Board Operating Expenditure				
6100 BB Petrol	108	208	69	139
6101 BB Machinery Maintenance Costs	296	774	0	774
6104 BB General Site Maintenance	614	2,076	35	2,041
6108 BB Tree Survey & Tree Maintenance	1,650	2,000	0	2,000
Total Burial Board Operating Expenditure	2,668	5,058	105	4,953
Total Burial Board Operating Surplus/ (Deficit)	1,103	(1,392)	2,975	(4,367)
Burial Board EMF Expenditure				
6170 BB EMF General Maintenance	0	15,334	0	15,334
Total Burial Board EMF Expenditure	0	15,334	0	15,334
Total Burial Board Expenditure (Operational & EMF)	2,668	20,392	105	20,287
Total Burial Board Budget Surplus/Deficit	1,103	(16,726)	2,975	(19,701)

- Key**
- Spending is on target as predicted at this point in the financial year
 - Spending is higher than anticipated and needs to be monitored closely
 - Budget is overspent - requires investigation and recommend virement

Services Committee - Guildhall Budget 2026-27

Saltash Town Council

For the 4 months to 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Guildhall Operating Income				
4200 GH Income - Guildhall Bookings	1,936	2,076	302	1,774
4201 GH Income - Guildhall Refreshments	267	251	82	169
4206 GH Income - Guildhall Photocopying Income	73	4	9	(5)
Total Guildhall Operating Income	2,275	2,331	392	1,939

Guildhall Operating Expenditure				
6400 GH Rates - Guildhall	10,819	11,136	9,887	1,249
6401 GH Water Rates - Guildhall	954	859	231	628
6402 GH Gas - Guildhall	1,784	5,935	241	5,694
6403 GH Electricity - Guildhall	5,161	6,000	562	5,438
6404 GH Fire, Security Alarm & CCTV - Guildhall	724	1,050	936	114
6408 GH Cleaning Materials & Equipment - Guildhall	1,343	1,438	500	938
6409 GH Boiler Service & Maintenance	117	1,303	0	1,303
6410 GH General Repairs & Maintenance	1,558	2,000	15	1,985
6412 GH Lift Service & Maintenance	3,012	5,156	1,332	3,824
6413 GH Refreshment Costs - Guildhall	243	254	40	214
6414 GH Equipment - Guildhall	2,836	10,378	304	10,074
6421 GH Annual Keyholding Service	0	184	151	33
Total Operating Expenditure	28,550	45,693	14,199	31,494

Total Guildhall Operating Surplus/ Deficit	(26,275)	(43,362)	(13,807)	(29,555)
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Guildhall EMF Expenditure				
6418 GH EMF Legal & Professional Fees	0	2,088	0	2,088
6470 GH EMF Guildhall Maintenance	7,131	40,998	0	40,998
Total Guildhall EMF Expenditure	7,131	43,086	0	43,086

Total Guildhall Expenditure (Operational & EMF)	35,681	88,779	14,199	74,580
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Total Guildhall Budget Surplus/ (Deficit)	(33,406)	(86,448)	(13,807)	(72,641)
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Key

- Spending is on target as predicted at this point in the financial year
- Spending is higher than anticipated and needs to be monitored closely
- Budget is overspent - requires investigation and recommend virement

Services Committee - Library Budget 2026-27

Saltash Town Council

For the 4 Months ending 31 July 2026

Account	Prior YTD 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Library Operating Income				
4517 LI Library - Replacement Membership Cards	25	50	0	50
4518 LI Library - Photocopying Fees	1,255	600	55	545
4524 LI Library Book Sales	250	130	0	130
Total Library Operating Income	1,530	780	55	725
Library Operating Expenditure				
6900 LI Rates - Library	13,339	13,597	11,760	1,837
6901 LI Water Rates - Library	415	418	103	315
6902 LI Gas - Library	2,120	4,500	223	4,277
6903 LI Electricity - Library	2,991	4,000	0	4,000
6904 LI Fire, Security Alarm & CCTV - Library	967	1,186	1,293	(107)
6908 LI Cleaning Materials & Equipment - Library	923	1,700	572	1,128
6909 LI Boiler Service & Maintenance - Library	1,006	939	0	939
6910 LI General Repairs & Maintenance - Library	2,359	2,605	456	2,149
6913 LI Refreshment Costs - Library	58	150	35	115
6914 LI Equipment - Library	719	500	154	346
6921 LI IT & Office Costs - Library	1,052	1,869	55	1,814
6922 LI Library Activities	2,470	2,500	138	2,362
6975 LI Home Library Service	0	200	0	200
6923 LI PWLB Loan Repayment & Interest	23,509	23,025	11,573	11,452
6681 ST LI Staff Travelling Expenses (Library)	33	250	73	177
Total Operating Expenditure	52,002	57,439	26,436	31,003
Total Library Operating Surplus/ Deficit	(50,472)	(56,659)	(26,380)	(30,279)
Library EMF Expenditure				
6918 LI EMF Legal & Professional Fees (Private Contractors)	1,565	21,540	9,099	12,441
6971 LI EMF Saltash Library Property Refurbishment	24,911	121,149	72,309	48,840
6972 LI EMF Library Equipment & Furniture	0	5,686	3,507	2,179
DO NOT USE 6974 LI EMF Library Funding	0	0	0	0
6976 LI EMF Library General Maintenance	827	7,473	0	7,473
Total Library EMF Expenditure	27,303	155,848	84,915	70,933
Total Library Expenditure (Operational & EMF)	79,305	213,287	111,351	101,936
Total Library Budget Surplus/ (Deficit)	(77,775)	(212,507)	(111,295)	(101,212)

To/From Reserves & Budget Virement

1. Virement from 6974 LI EMF Library Funding to 6922 LI Library Activities - £1,430 - FTC 269/25/26

2. 6904 LI Fire, Security Alarm & CCTV - Library overspent by £107 due to including annual costs of £289 relating to 2027/28. These costs will be adjusted at Year End.

Key

Spending is on target as predicted at this point in the financial year

Spending is higher than anticipated and needs to be monitored closely

Budget is overspent, requires investigation and recommend virement

Services Committee - Maurice Huggins Budget 2026-27

Saltash Town Council
For the 4 months to 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Maurice Huggins Operating Income				
4207 MA Maurice Huggins Room Income	1,178	1,400	2,060	(660)
Total Maurice Huggins Operating Income	1,178	1,400	2,060	(660)
Maurice Huggins Operating Expenditure				
7000 MA Rates	429	445	392	53
7001 MA Water Rates	321	454	100	355
7003 MA Electricity	813	1,200	127	1,073
7004 MA Fire & Security Alarm	102	377	347	30
7008 MA Cleaning Materials & Equipment	299	380	218	162
7010 MA General Repairs & Maintenance	143	1,719	0	1,719
7021 MA Annual Keyholding Service	0	184	151	33
Total Maurice Huggins Operating Expenditure	2,106	4,759	1,334	3,425
Total Maurice Huggins Operating Surplus/ (Deficit)	(929)	(3,359)	726	(4,085)
Maurice Huggins EMF Expenditure				
6472 MA EMF Maurice Huggins Room	0	4,823	0	4,823
7071 MA EMF Maurice Huggins (Furniture & Sundry Items)	0	606	0	606
Total Maurice Huggins EMF Expenditure	0	5,429	0	5,429
Total Maurice Huggins Expenditure (Operational & EMF)	2,106	10,188	1,334	8,854
Total Maurice Huggins Budget Surplus/ (Deficit)	(929)	(8,788)	726	(9,514)

- Key**
- Spending is on target as predicted at this point in the financial year
 - Spending is higher than anticipated and needs to be monitored closely
 - Budget is overspent - requires investigation and recommend virement

Policy & Finance (P&F) Committee - P & F Budget 2026-27

Saltash Town Council

For the 4 months ending 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
P&F Operating Income				
4901 PF Bank Interest Received	93,153	58,700	17,044	41,656
4908 PF Misc Income	3	0	0	0
4902 PF Insurance Claim	37,563	0	0	0
Total P&F Operating Income	130,719	58,700	17,044	41,656
P & F Operating Expenditure				
6200 PF Bank Charges	963	1,995	317	1,678
6201 PF Audit	3,300	4,000	0	4,000
6202 PF Civic Occasions (including Road Closures)	7,368	5,000	472	4,528
6203 PF Mayors' Allowance	5,581	5,912	1,207	4,705
6204 PF Councillors' Allowance	2,466	4,096	0	4,096
6205 PF Insurance	20,751	27,836	14,446	13,390
6206 PF Youth Network	4,000	6,000	0	6,000
6208 PF Subscriptions	17,580	37,650	22,986	14,664
6210 PF Community Chest	3,630	10,300	2,240	8,060
6211 PF Website Maintenance	201	1,069	265	804
6213 PF Councillor Training & Expenses	2,378	1,142	436	706
6214 PF Health & Safety	7,171	9,474	1,724	7,750
6217 PF Data Protection	73	1,700	73	1,627
6220 PF Festival Fund	13,919	15,450	10,429	5,021
6221 PF Town Messenger	3,300	4,544	1,320	3,224
6222 PF Commissioning Youth Work	60,842	100,000	33,332	66,668
6224 PF Legal & Professional Fees	11,274	10,000	7,653	2,347
P&F IT/Office Costs	30,527	40,245	10,779	29,466
6650 ST PF Parking Space	284	332	301	31
6653 ST PF Staff ID Badges	39	50	6	44
6655 ST PF Staff Travelling Expenses	589	750	45	705
6230 PF Social Media Advertising	646	1,000	170	830
Total P & F Operating Expenditure	196,882	288,545	108,202	180,343
Total P&F Operating Surplus/ (Deficit)	(66,162)	(229,845)	(91,158)	(138,687)
P&F EMF Expenditure				
6271 PF EMF Election	19,036	55,373	0	55,373
6272 PF EMF Robes & Civic Regalia	4,159	9,192	992	8,200
6273 PF EMF Legal Fees	0	6,200	2,800	3,400
6275 PF EMF Neighbourhood Plan	97	23,052	5,090	17,962

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
6278 PF EMF CIL Planning Income	0	21,731	0	21,731
6280 PF EMF Town Vision	0	9,665	0	9,665
6282 PF EMF Funding Bids (Consultancy Fees)	0	10,201	0	10,201
6284 PF EMF Consultations	0	3,000	0	3,000
6285 PF EMF Twinning	0	1,500	562	938
6287 PF EMF Website (Capital Expenditure)	0	12,000	0	12,000
6289 PF EMF TRIP funding	13,825	278	0	278
6370 PF EMF Computer & Office Equipment Renewal	13,965	4,632	429	4,203
Total P&F EMF Expenditure	88,007	156,824	9,874	146,950
Total P&F Expenditure (Operational & EMF)	284,889	445,369	118,075	327,294
Total P&F Budget Surplus/ (Deficit)	(154,170)	(386,669)	(101,031)	(285,638)

1. P&F IT/Office Costs

Nominal Code	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
6300 Telephone	3,657	8,691	517	8,174
6301 Stationery/Postage/Printing	2,728	3,506	433	3,073
6303 Copier Maintenance	4,428	5,200	1,960	3,240
6305 Finance Software	2,948	3,620	2,376	1,244
6306 IT Maintenance	16,766	19,228	5,493	13,735
TOTALS	30,527	40,245	10,779	29,466

Key

Spending is on target as predicted at this point in the financial year

Spending is higher than anticipated and needs to be monitored closely

Budget is overspent - requires investigation and recommend virement

Personnel Committee - Personnel Budget 2026-27

Saltash Town Council
For the 4 months ending 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Personnel Operating Expenditure				
Personnel Expenditure				
6654 ST PE Staff Welfare	801	7,222	3,428	3,794
6660 ST PE Staff Recognition	75	250	0	250
6662 ST PE HR Professional Fees	12,124	11,552	4,327	7,225
Total Personnel Expenditure	13,000	19,024	7,755	11,269
Training Costs				
6656 ST PE Staff Training	4,426	13,764	4,083	9,681
Total Training Costs	7,579	13,764	4,083	9,681
Staffing Costs				
Library Staffing Costs	136,479	169,564	53,780	115,784
Guildhall Staffing Costs	399,159	531,901	155,386	376,515
Services Staffing Costs	285,957	290,819	76,450	214,369
Total Staffing Costs	821,595	992,284	285,617	706,667
Other Staffing Cost				
6652 ST PE Employers Pension - Monthly Fee	500	0	0	0
6659 ST PE Civic Roles	775	800	200	600
Total Other Staffing Cost	1,275	800	200	600
Total Personnel Operating Expenditure	843,449	1,025,872	297,655	728,217
Total Personnel Operating Surplus/ (Deficit)	(843,449)	(1,025,872)	(297,655)	(728,217)
Personnel EMF Expenditure				
6691 ST PE EMF Legal & Professional Fees (Staffing)	0	10,162	813	9,350
6694 ST PE EMF Staff Contingency (P&F)	16,375	52,941	0	52,941
6698 ST PE EMF Staff Contingency (Library)	0	17,553	0	17,553
6700 ST PE EMF Staff Contingency (Services)	0	29,126	0	29,126
6701 ST PE EMF Staff Recruitment	5,731	7,444	614	6,830
Total Personnel EMF Expenditure	22,107	117,226	1,426	115,800
Total Personnel Expenditure (Operational & EMF)	865,556	1,143,098	299,081	844,017
Total Personnel Budget Surplus/ (Deficit)	(865,556)	(1,143,098)	(299,081)	(844,017)

To/From Reserves & Budget Virement

- 1. Virement from 6682 ST PE Staff Training (Library) to 6656 ST PE Staff Training (P&F) - £600 - PE
- 2. Virement from 6676 ST PE Staff Training (Service Delivery) to 6656 ST PE Staff Training (P&F) - £7,987 - PE

Key

Spending is on target as predicted at this point in the financial year
Spending is higher than anticipated and needs to be monitored closely
Budget is overspent - requires investigation and recommend virement

Services Committee - Service Delivery Budget 2026-27

Saltash Town Council

For the 4 months ending 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Service Delivery Operating Income				
Grounds & Premises Income				
4500 SE Allotment Rents	5,147	5,045	5,342	(297)
4510 SE Grass Cutting & Planting	1,226	426	426	(0)
4512 SE Other Income	1	0	1	(1)
4513 SE Water Rates Income	290	262	128	134
Total Grounds & Premises Income	6,664	5,733	5,897	(164)
Town & Waterfront Income				
4520 SE Waterside Income - Trusted Boat Scheme	1,250	1,250	1,917	(667)
4521 SE Watersice Income - Annual Mooring Fees	11,605	16,880	14,025	2,855
4522 SE Waterside Income - Daily Mooring Fees	700	650	225	425
Total Town & Waterfront Income	13,555	18,780	16,166	2,614
Total Service Delivery Operating Income	20,219	24,513	22,063	2,450
Service Delivery Operating Expenditure				
Grounds & Premises Expenditure				
6209 SE Oyster Beds	4	1	0	1
6500 SE Tree Survey and Tree Maintenance	4,800	10,000	1,200	8,800
6503 SE Allotments - Churchtown	0	500	0	500
6532 SE Allotments - Grenfell	120	500	120	380
6533 SE Allotments - Fairmead	183	750	15	735
6506 SE Grounds Maintenance & Watering	18,765	12,000	4,600	7,400
6508 SE Public Toilets (Operational Costs)	6,620	7,319	1,418	5,901
6517 SE Cornish Cross (Maintenance)	338	415	60	355
6525 SE Public Toilets (Repairs & Maintenance Costs)	1,733	3,159	417	2,742
6526 SE Tools, Equipment & Materials (Store & All Areas)	5,421	5,520	825	4,695
6529 SE Refuse Disposal	6,560	6,948	1,735	5,213
6530 SE Allotment Software Subscription	420	508	420	88
6531 SE Public Toilet Commercial Cleaning	37,826	42,175	13,068	29,107
Total Grounds & Premises Expenditure	82,790	89,795	23,879	65,916
Longstone Expenditure				
7101 LO Water Rates - Longstone	3,776	2,434	466	1,968
7103 LO Electricity - Longstone	1,793	1,691	236	1,455
7104 LO Fire & Security Alarm & CCTV - Longstone	831	1,159	645	514
7107 LO Rent - Longstone	4,680	6,780	1,560	5,220
7108 LO Cleaning Materials & Equipment - Longstone	603	377	166	211
7110 LO General Repairs & Maintenance - Longstone	1,538	5,595	11	5,584
7114 LO Equipment - Longstone	1,408	500	0	500
7121 LO IT & Office Costs - Longstone	1,568	1,290	602	688
7123 LO Annual Keyholding Service	0	184	151	33
6673 ST SE Services Delivery - Clothing	1,555	2,599	328	2,271

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
6674 ST SE Services Delivery - Mobiles	1,662	2,244	742	1,502
6675 ST SE Services Delivery Staff Travelling Expenses	1,628	2,160	15	2,145
Total Longstone Expenditure	21,041	27,013	4,921	22,092

Town & Waterfront Expenditure

6504 SE Street Furniture (Maintenance)	903	2,673	423	2,250
6505 SE Street Lighting	257	802	34	768
6512 SE Bus Shelters (Maintenance)	0	604	0	604
6515 SE Festive Lights Maintenance & Electricity	8,055	4,016	348	3,668
6519 SE Flags & Bunting	1,297	2,000	206	1,794
6522 SE Pontoon (Maintenance Costs)	2,017	3,207	207	3,000
6524 SE Vehicle Maintenance and Repair Costs	7,598	11,226	3,613	7,613
6527 SE Salt Bins Refill	495	575	0	575
6528 SE Pontoon Accommodation	5,841	1,388	472	916
6534 SE Pontoon Broadband	286	299	127	172
6535 SE Annual Keyholding Service	0	184	151	33
Total Town & Waterfront Expenditure	26,749	26,974	5,581	21,393

Total Service Delivery Operating Expenditure	130,579	143,782	34,382	109,400
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Total Service Delivery Operating Surplus/ (Deficit)	(110,360)	(119,269)	(12,318)	(106,951)
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Service Delivery EMF Expenditure

Grounds & Premises EMF Expenditure

6471 SE EMF Heritage Centre	8,009	47,357	0	47,357
6571 SE EMF Saltash Recreation Areas	0	77,791	0	77,791
6580 SE EMF Public Toilets (Capital Works)	0	26,398	0	26,398
6588 SE EMF Victoria Gardens	0	14,481	0	14,481
6589 SE EMF Community Tree Planting Initiatives	449	2,696	0	2,696
6591 SE EMF Tree Maintenance	0	32,012	0	32,012
6593 SE EMF Cornish Cross (Maintenance)	0	5,217	0	5,217
6595 SE EMF Legal & Professional Fees (Grounds & Premises)	2,711	5,089	0	5,089
6599 SE EMF Allotments	0	5,197	0	5,197
Total Grounds & Premises EMF Expenditure	11,169	216,238	0	216,238

Longstone EMF Expenditure

7122 SE EMF Legal & Professional Fees (Longstone)	0	1,000	0	1,000
7170 LO EMF Longstone Depot Capital Works	0	17,038	0	17,038
Total Longstone EMF Expenditure	0	18,038	0	18,038

Town & Waterside EMF Expenditure

6569 SE EMF Tourism & Signage	0	30,000	0	30,000
6570 SE EMF Notice Boards (Repair & Replace)	(47)	1,003	0	1,003
6572 SE EMF Festive Lights	30,778	31,790	0	31,790
6573 SE EMF Public Art & Maintenance	0	1,443	314	1,129
6574 SE EMF Salt Bins	396	1,876	0	1,876
6575 SE EMF Street Furniture (New & Replace)	0	1,367	0	1,367
6578 SE EMF Equipment and Vehicles (Capital Works)	12,750	55,750	0	55,750
6582 SE EMF Town War Memorial	0	16,978	0	16,978

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
6584 SE EMF Pontoon Maintenance Costs	116,672	4,230	2,200	2,030
6590 SE EMF Utilities & Rates	0	2,157	0	2,157
6598 SE EMF Crime Reduction (CCTV)	50,045	33,660	10,207	23,453
Total Town & Waterside EMF Expenditure	210,594	180,254	12,721	167,533
Total Service Delivery EMF Expenditure	221,763	414,530	12,721	401,809
Total Service Delivery Expenditure (Operational & EMF)	352,342	558,312	47,103	511,209
Total Service Delivery Budget Surplus/ (Deficit)	(332,123)	(533,799)	(25,039)	(508,760)

To/From Reserves & Budget Virements

- 1. Virement from Year End (Income in Advance) to 4500 SE Allotments - £1,632 - compensation received from filming at Churchtown allotments
- 2. Virement from General Reserves to 7107 SE Rent - Longstone - £2,100 - FTC 52/26/27

Key
Spending is on target as predicted at this point in the financial year
Spending is higher than anticipated and needs to be monitored closely
Budget is overspent - requires investigation and recommend virement

Services Committee - Isambard House (Station Building) Budget 2026-27

Saltash Town Council

For the 4 Months ending 31 July 2026

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27
Isambard House Operating Income				
4301 SA Isambard House - Bookings	5,550	4,925	2,185	2,740
4302 SA Isambard House - Refreshment Income	403	120	36	84
4305 SA Isambard House - Event Ticket Sales	0	1,575	0	1,575
Total Isambard House Operating Income	5,953	6,620	2,221	4,399
Isambard House Operating Expenditure				
6800 SA Rates - Isambard House	3,842	4,108	3,890	218
6801 SA Water Rates - Isambard House	(691)	741	239	502
6802 SA Gas - Isambard House	458	650	70	580
6803 SA Electricity - Isambard House	4,375	6,000	1,327	4,673
6804 SA Fire & Security Alarm - Isambard House	593	1,004	619	385
6808 SA Cleaning Materials & Equipment - Isambard House	1,109	1,350	604	746
6810 SA General Repairs & Maintenance - Isambard House	1,019	2,000	271	1,729
6813 SA Refreshments Costs - Isambard House	367	519	0	519
6814 SA Equipment - Isambard House	58	1,094	9	1,085
6822 SA Activities & Events	494	1,575	0	1,575
Total Operating Expenditure	11,623	19,041	7,029	12,012
Total Isambard House Operating Surplus/ (Deficit)	(5,670)	(12,421)	(4,808)	(7,613)
Isambard House EMF Expenditure				
6473 SA EMF Station Building (Purchase & Capital Works)	1,076	0	0	0
6818 SA EMF Professional Costs - Isambard House	0	3,211	0	3,211
6872 SA EMF Entertainment Licenses	660	1,472	0	1,472
6873 SA EMF General Repairs & Maintenance	0	51,187	0	51,187
Total Isambard House EMF Expenditure	10,922	55,870	0	55,870
Total Isambard House Expenditure (Operational & EMF)	22,545	74,911	7,029	67,882
Total Isambard House Budget Surplus/ (Deficit)	(16,592)	(68,291)	(4,808)	(63,483)

To/From Reserves & Budget Virements

1. Virement from 6870 SA EMF Isambard House Rention Fund to 6873 SA EMF General Repairs & Maintenance - £9,867 - SA 31/25/26

Key

- Spending is on target as predicted at this point in the financial year
- Spending is higher than anticipated and needs to be monitored closely
- Budget is overspent - requires investigation and recommend virement

To receive a report on investments and consider any actions and associated expenditure

Report to:

Policy & Finance Committee

Date of Report:

16 September 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To keep Members informed of the Town Council's finances. This enables ongoing monitoring and supports sound financial oversight of public funds.

Officer's Recommendations

To ask the members to note the information received in the report below.

Report Summary

1. Precept income 2026/27 – 2nd instalment of £830,940.50

The 2nd instalment of the Precept 2026/27 income of £830,940.50 was received on 7 September 2026 and invested as follows:

Investment options were reviewed based on the interest rates available in August 2026, while also ensuring that funds remained secure and accessible when needed. The Cornwall Council Deposit account was selected as it offered the highest rate of return at 4.3%. CCLA Public Sector Deposit Fund was chosen as a second investment, providing the next best available rate. A further £200,000 was retained in the Barclays account to ensure sufficient funds were readily available to cover around two months of expected expenditure, including salaries and day-to-day operating costs.

Fund Name	Amount Invested from Precept	Total Balance of Investment	Interest Rate
Cornwall Council Deposit Fund	£390,000	£990,810	4.30% Aug 2026
CCLA Public Sector Deposit Fund	£240,000	£1,070,000	3.86% Aug 2026
Barclays Active Saver Account	£200,000	£200,429	1.05% Mar 2026

Note: £940.50 retained in Barclays Current Account for future expenditure

2. Debtors

Below is a summary of the current outstanding invoices as at 16 September 2026.

- **Cornwall Council invoices (July and August 2026):**

A remittance advice was received several weeks ago; however, this included a payment that had already been settled. The payment was subsequently cancelled while the account was reviewed, resulting in a delay. The matter has now been resolved and payment is scheduled for the next payment run.

- **We Are With You invoices (August and September 2026):**

Payment has been delayed following amendments to room bookings that required invoices to be reissued. Confirmation has been received that payment will be included in the next payment run.

All other outstanding invoices were issued within the current month and remain within normal payment terms and there are no concerns regarding payment.

Contact	Invoice Date	Total	Less than 1 Month	1 Month	2 Months & Older	Notes
Cornwall Council	01/07/2026	£520.30	£0.00	£199.80	£320.50	Isambard House room booking Jul 26 and Aug 26
Southwest Funeral Care	10/09/2026	£444.00	£444.00	£0.00	£0.00	Interment Fees at Churchtown
We Are With You	11/08/2026	£721.04	£628.32	£92.72	£0.00	Maurice Huggins room booking August & September 2026
TOTAL		£1,685.34	£1,072.32	£292.52	£320.50	

3. CIL (Community Infrastructure Levy) Neighbourhood Parish Payments

The table below summarises the CIL income received from Cornwall Council. The total amount received from 2021 to date is £34,264.79.

CIL 4th round for Saltash Waterside Improvement Project has been approved and STC have committed to spend £10k of Neighbourhood Parish Payments. This will leave a budget left to spend of £24,264.79.

Cornwall Council's CIL Officer has confirmed that the funds awarded for April 2026 will not need to be returned if unspent by the five-year deadline. However, they have appropriately requested an update on the anticipated delivery timeline for the project, which has now been provided.

Date Received	Amount Received	Amount Committed CIL 4th round	Balance to Spend	5 Year Deadline	Planning Ref	Planning Address
07/04/2021	£1,395.00	£1,395.00	£0.00	06/04/2026	PA19/09168	Land off 28 Castlemead Drive, Saltash
17/04/2021	£189.06	£189.06	£0.00	16/04/2026	PA20/05475	Land Adjacent To Polmear, Homer Park, Saltash, PL12 6HJ
15/11/2021	£385.99	£385.99	£0.00	14/11/2026	PA19/09772	Old Churchtown Farm Farm Lane St Stephens Saltash Cornwall PL12 4AR
15/11/2021	£840.00	£840.00	£0.00	14/11/2026	PA18/09294	Land On The North Side Of 1 Castle View, St Stephens, Saltash, PL12 4RD
07/10/2022	£2,434.67	£2,434.67	£0.00	06/10/2027	PA21/06948	Land East Of 16 Castle View, St Stephens, PL12 4RD
07/10/2022	£815.63	£815.63	£0.00	06/10/2027	PA21/03745	Land South of Old Churchtown Farm Lane, Stephens, PL12 4AR
19/04/2023	£1,372.84	£1,372.84	£0.00	18/04/2028	PA20/10644	12 Sunningdale Road, St Stephens, Saltash, PL12 4BN
19/04/2023	£2,246.66	£2,246.66	£0.00	18/04/2028	PA22/09842	Land East of 62 St Stephens Road, Saltash, PL12 4BJ
19/04/2023	£943.29	£320.15	£623.14	18/04/2028	PA21/03745	Land South of Old Churchtown Farm Lane, Stephens, PL12 4AR
18/10/2023	£8.82		£8.82	17/10/2028	PA20/10644	12 Sunningdale Road, St Stephens, Saltash, PL12 4BN
18/10/2023	£2,246.66		£2,246.66	17/10/2028	PA22/09842	Land East of 62 St Stephens Road, Saltash, PL12 4BJ
18/04/2024	£341.79		£341.79	17/04/2029	PA21/05336	Land West Of The Stables, Farm Lane, St Stephens, Saltash, PL12 4AR
14/10/2024	£1,034.93		£1,034.93	14/10/2029	PA21/05336	Land West Of The Stables, Farm Lane, St Stephens, Saltash, PL12 4AR
10/04/2025	£3,821.13		£3,821.13	08/04/2030	PA21/05314	118-120 North Road, Saltash, Cornwall, PL12 6BQ
10/04/2025	£746.65		£746.65	08/04/2030	PA23/03710	18 Churchtown Drive, St Stephens, Saltash, Cornwall, PL12 4FB
16/10/2025	£2,908.10		£2,908.10	14/10/2030	PA23/04774	62A St Stephens Road, Saltash, Cornwall. PL12 4BJ
21/04/2026	£11,304.01		£11,304.01	19/04/2031	PA25/02445	Land South Of Lucas Tenement, Broad Lane, Trematon. PL12 4RU
21/04/2026	£245.91		£245.91	19/04/2031	PA25/07609	Yellow Tor Villa, Fairmead Road, Saltash, Cornwall. PL12 4QE
21/04/2026	£983.65		£983.65	19/04/2031	PA25/02068	The Old Mission Hall, Pill Lane, North Pill, Saltash, Cornwall. PL12 6LQ
	£34,264.79	£10,000.00	£24,264.79			

Note: The Town Council have five years from receipt to spend the income on infrastructure projects within the area that meet the criteria set out in CIL Regulation 59C. The relevant dates are provided in the table for reference

Signature of Officer:

Finance Officer

To receive a report on insurance claims and consider any actions and associated expenditure

Report to:

Policy & Finance Committee

Date of Report:

10 September 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To inform members of any insurance claims made against any of the Town Council insurance policies.

Officer's Recommendations

Members are asked to note the information in the report summary below.

Report Summary

Further to the insurance claim reported to the P&F Committee on 7 July 2026, Saltash Town Council has provided the requested information and supporting documentation to its insurers, Zurich in relation to the Public Liability claim arising from an incident at Elwell Woods in April 2026.

Zurich are now in direct communication with the claimant's solicitor and is managing the claim on the Council's behalf.

As this remains an ongoing claim and liability has not yet been determined or agreed, no further comment can be made at this stage. A further update will be provided to the Committee when there is a material development or once the matter has been resolved.

Signature of Officer:

Finance Officer

To receive the Town Council main insurance policy renewal and consider any actions and associated expenditure.

Report to:

Policy & Finance Committee

Date of Report:

16 September 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To inform members of the renewal information for the main Town Council insurance policy.

Officer's Recommendations

Members are asked to recommend to delegate authority to the Finance Officer to obtain and review the renewal quotation for the Council's insurance policy with Zurich and to authorise the Town Clerk/RFO, in consultation with the Chairman and Vice-Chairman of the Policy and Finance Committee, to approve the renewal. Any premium cost increases will be made from Budget Code 6205 PF Insurance, with details reported to the next Committee meeting.

Report Summary

The Council's main insurance policy is held with Zurich and is due for renewal on 9 October 2026. Although the Council are locked into a long-term agreement until 10 October 2028, there may be an increase to the annual premium subject to index-linked sums assured, if levels of indemnity increase or poor claims history.

The Finance Officer has submitted the required renewal information to Zurich and is awaiting confirmation of the renewal premium.

As the renewal date falls after the Policy and Finance Committee meeting scheduled for 22 September 2026, Members are asked to consider providing delegated authority to the Finance Officer to obtain and review the renewal quotation. Final

approval would be provided by the Town Clerk/RFO in consultation with the Chairman and Vice-Chairman of the Policy and Finance Committee, with details reported to the next Committee meeting.

Budgets

Budget Codes: 6205 PF Insurance

Budget Availability: £13,390

Committed Spend: Approx £1,600

Budget After Committed Spend: £11,790

Signature of Officer:

Finance Officer

The quotation states confirms the supplier will honour the amounts provided

To receive an update report on Democratic Services Software and consider any actions and associated expenditure.

Report to:

Policy and Finance Committee

Date of Report:

20 August 2026

Officer Writing the Report:

Mayor's Secretary/ Receptionist

Purpose of the report:

To request members to approve a revised choice for Democratic Services software following the decision made at July's Policy and Finance Committee.

Pursuant Minute:

Policy and Finance Committee held on 7 July 2026, minute number 49/26/27

Officer's Recommendations

1. To approve the replacement of the previously approved Democratic Services software with the supplier's newly launched platform;
2. Approve the contract commence January 2027 to allow sufficient time for the administration team to configure the new system ahead of the launch in April 2027.

The recommendation does not propose a change of supplier. Rather, it seeks approval to adopt the supplier's newly launched platform, instead of the third-party software originally approved. This alternative offers enhanced functionality at a substantially lower cost.

Report Summary

At the Policy and Finance Committee meeting held in July, Members received a report setting out a range of proposed upgrades to the Town Council's audio-visual, telecommunications and software systems. As part of that review, the Committee approved a move to an alternative provider for the Council's democratic services software.

Following the Committee's decision in July 2026 to proceed with Decisions software, the supplier advised that it had subsequently launched its own democratic services platform and would no longer be reselling the third-party software originally approved. The Administration Department therefore reviewed the new platform and assessed its suitability for the Town Council.

The Administration Department received a demonstration and found that it provides all the core functionality currently delivered by Modern.gov, together with a range of enhanced features. These include Microsoft 365 integration, automated minute drafting, transcription, configurable templates, a dedicated Members' App and AI-assisted meeting administration tools designed to improve efficiency, consistency and compliance. Comprehensive training is included for both Officers and Members.

Costs were therefore requested and obtained. Cost details have been provided in **Appendix A**.

The costs outlined demonstrate a 50% saving in Year 1, with a further 10% multi-year discount applied in Years 2 and 3.

The quotation confirms the supplier will honour the amounts provided for a January 2027 implementation date, subject to receipt of a Purchase Order confirming the Town Council's commitment to proceed with the transition.

The software proposed is a council-focused meeting management system that supports the full meeting process from agenda preparation to approved minutes, helping to improve efficiency, compliance and document management through integration with Microsoft 365.

The software also includes integrated AI functionality to support officers throughout the meeting administration process. Features include automated minute drafting, configurable agenda and minute templates, transcription capabilities, and the ability to pre-program standard sections and recurring content, reducing administrative time and improving consistency.

A dedicated Members' App is included within the package, providing Members with easy access to agendas, reports and meeting papers.

Comprehensive training is available for both Officers and Members to support implementation and ongoing use of the system.

While the software offers significant benefits, successful implementation will require officer time to complete configuration, migration, testing and training. It is therefore recommended that procurement commence in January 2027 to allow sufficient time for implementation and ensure a smooth transition before the expiry of the current Modern.gov contract in April 2027.

It is therefore recommended that Members remain supportive of the previously agreed transitional overlap, with the contract to commence in January 2027. This will provide sufficient time for onboarding, configuration and implementation of the system ahead of a proposed go-live date, ensuring a smooth transition before the expiry of the current Modern.gov contract at the end of April 2027.

Quotes Provided

Only one quotation was sought. Extensive market research into alternative democratic services providers had previously been undertaken and Members had already approved the appointment of this supplier in principle. The quotation requested was therefore limited to the supplier's newly launched platform.

For comparison a table has been provided to show associated costs against the previously approved software:

Software	Total cost over three-year contract
	Includes one off set up, training and ongoing annual support costs
Previously agreed Software	£19,250
Proposed Software	£7,577.50

In addition to offering enhanced functionality, the quotation represents a significant financial saving. The total cost over the three-year contract period is £7,577.50 compared to £19,250 for the previously approved software, representing a saving of £11,672.50.

Budgets

Budget Codes:

6208 PF Subscriptions

Budget Availability:

£18,437

Committed Spend:

£2,857

Signature of Officer:

Mayor's Secretary/ Receptionist

COUNCIL DETAILS

COUNCIL	CLERK
Saltash Town Council	Dawn Joyce
EMAIL	PRECEPT BAND
dawn.joyce@saltash.gov.uk	£1,000,000 – £1,999,999

YEAR-BY-YEAR PRICING (EX VAT)

YEAR	WHAT'S INCLUDED	ANNUAL
Year 1	50% off — founding Year 1 · 2 additional Officers (3 included + 2 additional = 5 total) · Onboarding & training (£995 one-off) · Year 1 support included	£9,528.00 £2,380.50
Year 2	10% multi-year discount · 2 additional Officers (3 included + 2 additional = 5 total) · Support renewal (£295.00/yr)	£2,628.00 £2,598.50
Year 3	10% multi-year discount · 2 additional Officers (3 included + 2 additional = 5 total) · Support renewal (£295.00/yr)	£2,628.00 £2,598.50
3 years total ex VAT		£7,577.50
VAT (20%)		£1,515.50
3 years total inc VAT		£9,093.00
Billed annually — one invoice per year, no upfront lump sum.		
Founding Council Programme (3 years term) 50% off Year 1 · 10% off later years		

Founding Council Programme. A place is held for your council until 9 October 2026. The programme is limited to 50 councils and closes on 31 October 2026, whichever is reached first.

90-day exit window

If your council decides GovMeetings is not the right fit within 90 days of go-live, we'll refund all subscription fees paid. The onboarding & training package (£995) is non-refundable once it has been delivered — fair, since the work has already been done. No conditions, no questions, no paperwork beyond a short email from the clerk.

FOUNDING COUNCIL BENEFITS

- Founding price locked for the full 3 years term — no annual uplifts, no band-move increases
- Founding Council badge in your admin panel
- Quarterly product advisory call with the GovMeetings team

- Early access to new features ahead of general release
- Listed on the GovMeetings Founding Councils page
- One free Clerks AI Day place

TERMS

The Founding Council Programme pricing shown above depends on your council's place, which was claimed when this quote was issued and is held until 9 October 2026. The programme is limited to 50 councils and closes on 31 October 2026, whichever is reached first. If your council does not proceed by 9 October 2026 the place is released and returns to the pool, and any later quote would be priced on whatever is available then. A revised quote for your council keeps this same place and this same expiry date — it does not extend the hold.

Prices in GBP, exclusive of VAT unless stated. The Founding Council Programme closes at 50 councils or 31 October 2026, whichever comes first. Questions?

Your tier includes three officer licences, so you only need **two additional licences**, giving you **five in total**. I've attached the updated quotation, reference **GM-O40UUI**.

Year 1 — all figures excluding VAT

Item	Price before discount	Discount	Final price
GovMeetings core subscription, including three officer licences	£2,295.00	50% (£1,147.50)	£1,147.50
Two additional officer licences	£238.00	None	£238.00
Onboarding and training — one-off	£995.00	None	£995.00
Year 1 support	Included	—	£0.00
Whole-council AI	Included	—	£0.00
Year 1 total	£3,528.00	£1,147.50	£2,380.50

Years 2 and 3 — figures per year, excluding VAT

Item	Price before discount	Discount	Final price
GovMeetings core subscription, including three officer licences	£2,295.00	10% (£229.50)	£2,065.50
Two additional officer licences	£238.00	None	£238.00
Annual support renewal	£295.00	None	£295.00
Whole-council AI	Included	—	£0.00
Annual total	£2,828.00	£229.50	£2,598.50

Overall cost

Period	Excluding VAT	Including VAT
Year 1	£2,380.50	£2,856.60
Year 2	£2,598.50	£3,118.20
Year 3	£2,598.50	£3,118.20
Three-year total	£7,577.50	£9,093.00

As previously confirmed, we will honour the discounted pricing and reserve Saltash Town Council's Founding Council Programme place until **31 January 2027**, superseding the earlier expiry and reservation deadlines printed in the PDF.

Grant Reference Number: CC296	Organisation: Saltash Amateur Boxing Club
Amount of Grant Applied for: £1,000	Community Chest
Previous Award (If applicable)	2021 awarded £1,000 for delivery of non-contact boxing awards
Organisation eligible under policy:	Yes
Project eligible under policy:	Yes
Located within Saltash boundary:	Yes
Application complete and required governing documents provided:	Yes
Brief description of project: To convert a storage container into a gym enabling more sessions to be held at no additional cost to the club	
Any areas of concern or additional information to be considered: Permission from the Core Youth Organisation who are the landlord has been received and is in the grant pack. The match funding for the project has been generated through work undertaken at the Fountain Head House School where club instructors have been coaching young people in healthy living and boxing techniques. The administration team have supported the applicant to ensure that the grant application was robust and complete. This included working collaboratively with the applicant to make amendments and provide clarification where necessary, ensuring that the application fully addressed the grant criteria and provided sufficient information for consideration.	
Reference to Grant Policy: N/A	
Budget Information	
Budget Code:	6210 Community Chest
Available Budget:	£7,600

Funding Awarded to Date – Community Chest	
Organisations	Amount Awarded
Tamar Trotters	£350
Saltash United Juniors	£1,000
Gleaning Cornwall	£250
Saltash Music Speech and Drama Festival	£1,000
Saltash United Football Club	£989.99

Saltash Town Council – Grant Application Form

APPLYING FOR:

(Tick one box)

Community Chest Grant



Festival Fund Grant



DATE APPLICATION SUBMITTED:

Contact Name:	
Position:	SECRETARY
Organisation:	SALTASH AMATEUR BOXING CLUB
Contact Address:	
Telephone Number:	
E-mail:	
Status of Organisation:	COMMUNITY AMATEUR SPORTS CLUB
Charity/Company number (if applicable)	Charity No: CASC CH11788 Company No:
What geographical area does your organisation cover?	SOUTH EAST CORNWALL SALTASH & CALLINGTON

How long has your organisation been in existence?	SINCE 2008 REGISTERED WITH HMRC AS A CASC COMMUNITY AMATEUR SPORTS CLUB HMRC NUMBER CH11788
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Please note that you may be asked to attend a meeting of the Policy and Finance Committee to answer questions on your application.

1. Organisation Background

	Date Applied	Project	Amount Applied for	Successful Y/N
Have you applied for a grant from Saltash Town Council within the last <u>5 Years</u> ? (Please list – continue on a separate sheet if necessary)	JAN 2021	REWARDS FOR ALL NATIONALLY RECOGNISED BOXING AWARDS	£1,000	YES
		None See		
		Separate sheet		
		JAN 2021 C.L.G.R.		
Please list the aims and objectives of your organisation	TO PROVIDE LOW COST & AFFORDABLE BOXING TO ALL YOUNG PEOPLE IN SALTASH & SURROUNDING TOWNS. AGES FROM 10-18 AND UP TO 25 WITH ADDITIONAL NEEDS. WE PROVIDE A SAFE SPACE IN AN ALL INCLUSIVE SPORTS HALL IN SALTASH, USING THE CORE SKILLS OF BOXING, FITNESS, HEALTHY LIFE STYLE, COMMITMENT AND RESPECT.			

What are the main activities of your organisation?	NON CONTACT BOXING, CONDITIONAL SPARRING, AND AMATEUR BOXING BOOTS FOR THOSE WHO WISH TO COMPLETE. GREAT VARIETY OF FITNESS AND STRENGTH TRAINING. INCLUSIVITY FOR ALL FOSTERING AN ETHOS OF RESPECT. WORKING WITH THE SEND YOUNG PEOPLE IN SALTASH. HEALTHY LIFESTYLE.
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	Yes / No or N/A
If application is for a School – Is, it for anything other than environmental purposes or a project that does not benefit the wider community and is not in addition to statutory services?	N/A
If application is from an education, health or social service establishment – do you work in partnership with other groups?	N/A.
If application is from an education, health or social service establishment – is project in addition to statutory services?	N/A

2. Your project

Project	Start Date *	1 / 08 / 2026
	Finish Date	30 / 09 / 2026
	Total Cost	£
	Grant Applied For	£ 1000

* START DATE COULD BE EXTENDED IF SUMMER RECESS AFFECTS GRANT FUNDING

Project title:	GYMNASIUM CONVERSION FROM A 20'x8'x8' CONTAINER
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Description of project (please continue on a separate sheet if necessary):	WE PURCHASED A METAL CONTAINER DURING COVID AND STORE OUR KIT IN IT. RECENTLY WE BUILT A STORE AND ARE IN THE PROCESS OF EMPTYING THE CONTAINER. WE WANT TO CONVERT THE CONTAINER INTO A GYM, FITTING A WINDOW AND THE INSIDE INTO A USABLE FITNESS AREA
Where will the project/activity take place?	AT THE CORE YOUTH AND COMMUNITY CENTRE WHERE THE CONTAINER IS SITUATED. Having our own GYM WILL ENABLE MORE SESSIONS TO BE HELD WITHOUT THE NEED TO RELY ON THE TWO SESSIONS WE HIRE FROM THE CORE. WITH DEDICATED GYM AREA BESPOKE TO OUR NEEDS WE CAN OPERATE EXTRA SESSIONS WITH NO ADDITIONAL COSTS.
Who will benefit from the project? (What groups will benefit and approximately how many people will benefit in total)	YOUNG PEOPLE 10-18 (49 MEMBERS) YOUNG PEOPLE 18+ (17 MEMBERS) GROUPS YOUNG SEND PEOPLE (13 SELECTED) GROUPS YOUNG PEOPLE HOME EDUCATED (22 PARTICIPANTS) GROUPS YOUNG PEOPLE EXCLUDED FROM MAIN STREAM EDUCATION (CURRENTLY 6)
What evidence do you have that this project is required? (This might be survey work or statistical evidence)	ITS A CONTINUATION OF THE WORK WE CURRENTLY DO BUT WE HAVE LIMITED ACCESS DUE TO A LACK OF DEDICATED EXERCISE AREA. WE HAVE TO LIMIT ACCESS DUE TO THE NUMBERS. THIS WILL GIVE US THE OPPORTUNITY TO TRAIN 5xWIC

3. How you will pay for your project.

What will the money be spent on? (Provide a full breakdown of project cost(s) identifying what cost(s) this grant would be spent on)	*TIMBER, UPVC WINDOW & DOOR. *INSULATION, ELECTRICS, FLOORING, PAINT, SCREWS, NAILS AND FIXINGS. SALTASH COM. CHEST FUND *
How will you promote the contribution to your project from STC?	FACEBOOK, SIGNAGE, LOCAL PAPER, CRAWLEIGH, WORD OF MOUTH.

Saltash Town Council considers Match Funding is extremely important.

Please list any applications you have made for funding from other organisations in the table below:

Organisation	Contribution Sought (£)	Applied (please tick as appropriate)	Granted (please tick as appropriate)
SALTASH ABC.	£2,000 RESTAURANT FUNDING	✓	✓

What support have you received for this project? (Please tell us about any expressions of support you have received from outside your organisation Consultation with Community)	BEEN DOING VOLUNTARY WORK WITH STUDENTS FOUNTAIN HEAD HOUSE SCHOOL PAST 32 WEEKS. THEY HAVE PROVIDED REMUNERATION TO THE BOXING CLUB TERM 1 £540 TERM 2 £720 AND TERM 3 £350 WITH 4 WEEKS LEFT. TEACHING BOXING, RESPECT FITNESS, HEALTHY LIVING AND LIFESTYLE
How will the project be managed and how will you measure its success?	
Please give the timescale and key milestones for your project, including a start date and finish date.	ONCE FUNDING SECURED THE TIMESCALE FOR THE BUILDING IS 4 WEEKS. FOLLOWED BY 2 WEEKS INSTALLATION OF THE EQUIPMENT THAT WE HAVE BEEN UNABLE TO USE AS IT REQUIRES FITTING TO THE FLOOR & WALLS START DATE 1 AUGUST FINISH END SEPT 26
What arrangements do you have in place to ensure safeguarding of children and/or young people and/or vulnerable people? (Mandatory if your project involves working with this client group.)	ALL COACHES CONDUCTED SAFEGUARDING TRAINING & UPDATES, LONG TERM EXPERIENCE OF WORKING WITH VULNERABLE YOUNG PEOPLE 2006 - 2020. QUALIFIED YOUTH WORKER, RAN NATIONAL MEETS DEMONSTRATOR PILOT 2006-2008 CORNWALL COUNCIL.

Please confirm the bank account your project is using is in the project's name/organisation name	YES LLOYDS BANK PLC
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4. Further information enclosed Checklist.

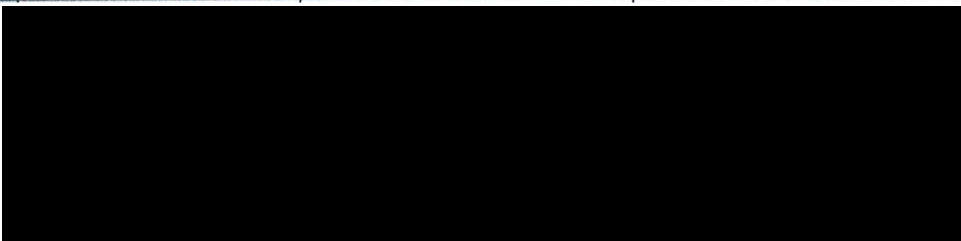
	Enclosed (please tick)	
A copy of your organisation's most recent bank statements (mandatory).	☒	BS. 1-3
Copies of all <u>relevant</u> Employer's, Building & Public Liability Insurance Certificates & Title Deeds if appropriate (mandatory).	☒	INS 1-4
A letter head showing the organisation's address and contact details.	☒	LH
A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organisation's status).	☒	CON 1-3
A copy of your organisation's latest set of accounting statements (if any exist).	☒	S.S. I. Acc
Copies of any letters of support for your project.		
If your organisation has previously received a grant from STC please include a brief report and evidence of how you promoted the contribution from the Town Council.	☒	JAN 21 C.R.G.R.
A copy of your organisations Safeguarding Policy (if relevant).	☒	S POLICY 1-5
Other (please list) ANNUAL MEMBERSHIP ENGLAND AMATEUR BOATING ALLIANCE	☒	ABA 25/26

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If any of the above documents have not been enclosed, please give reasons why in the box below:

- a report including photographs to the Town Council demonstrating how the grant was used;
- evidence showing how the support of the Town Council was promoted;
- copies of all receipts.

NOTE: You will be notified whether your application has been successful shortly after the relevant Town Council meeting.

Signed:			
Print Name(s):			
Position(s):	SECRETARY	CHAIRMAN	HEAD COACH
Date:	9 JULY 2026		

Applicants should refer to the Privacy Notice on the Town Council Website www.saltash.gov.uk for details on how we use your data.

COMPLETED FORMS SHOULD BE RETURNED TO:

The Town Clerk, Saltash Town Council, The Guildhall, 12 Lower Fore Street,
Saltash PL12 6JX Email: enquiries@saltash.gov.uk

OFFICE USE ONLY:	
Date received	
Received by:	
Application Reference:	
Date to P&F Chairman/Vice Chairman	
Approved to go to Committee	
Committee Date	
Decision/Minute number	



SALTASH AMATEUR BOXING CLUB

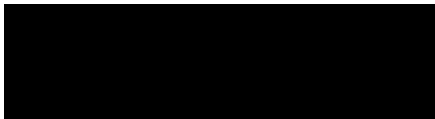
Saltash ABC was formed October 2008 in a joint venture between Micky Northfield MBE a Youth Worker at K2 Youth Club and Devon and Cornwall Police via the then Saltash Sergeant Andy Dunstan in a project designed to teach boxing to the young people of Saltash. The plan was to take referrals from the police and PCSO's of young people on the periphery of crime or the radar of the police station staff.

Cornwall Council Youth Service (CCYS) would only endorse non-contact boxing and Sgt Andy Dunstan obtained 12 sets of Adidas Boxing gloves, 12 sets of pads, 6 Leather Punch Bags and 5 medicine balls all free of charge. Fast Forward to 2010 and a change of heart at the top of CCYS the club became registered with the Amateur Boxing Association (ABA) England. The club was opened by Commonwealth Gold Medallist and European Gold Champion Scott Dann. The rest is history and we have been involved in Amateur boxing every year since.

Numbers had been steady ranging from 77 to 93 per calendar month over the years, however since we got a grant last year from Cornwall Community Foundation through the Howton Solar Farm match funded by Saltash ABC to build a boxing ring building to house our ring there, has been an upsurge and the footfall has increased tremendously and we have had over 100 under 18s every month except December when we were shut for half the month.

We have secured three new coaches to augment the team, Lee Carlton leads the Wednesday Sessions, Jamie Pollard the Friday sessions and Lyn Coffman the newly formed young female sessions also on a Friday. Our Club Chairman Commonwealth Silver medallist John McKinty takes The Young Team aged 10 – 13 on a Wednesday.

We are currently actively pursuing funding to convert our 20-foot metal container into a gym to house the equipment that needs securing to the floor and this forms our application for funding from The Community Chest from Saltash Town Council. This facility will enable the club to offer more sessions and secure sustainability for the club.





CONSTITUTION

(Latest Amended Version 7, 17 July 2024)

SALTASH AMATEUR BOXING CLUB

1. Title

The club will be called **Saltash Amateur Boxing Club**, hereafter referred to as 'Saltash ABC' and is a registered Community Amateur Sports Club (CASC) with HRMC and will be affiliated to England Boxing Alliance, South Western Division.

2. Aims and objectives

The main purposes of the club are to provide facilities for and to promote participation in the amateur sport of Boxing in Saltash and surrounding areas. Offering coaching and competitive opportunities in boxing, ensuring a duty of care to all members of the club and that all present and future members receive fair and equal treatment.

3. Membership

Individual membership shall be open to any person, regardless of race, age, gender, sexual orientation, ability, disability, religion or other beliefs who completes a membership form and pays the relevant subscription/joining fees determined by the Annual General Meeting of Saltash ABC Members. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

- a. Full Member
- b. Junior Member
- c. Associate Member

4. Membership fees

Membership fees will be set annually and agreed by the Management Committee or at the Annual General Meeting. Fees will be paid on the occasion of attendance at any session.

5. Officers of the club

The officers of the club will be:

- a. Chair
- b. Honorary Secretary
- c. Treasurer
- d. The Core Manager

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing. There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 28 days of the Secretary receiving it.

10. Non-Profit Making

a. All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

11. Alterations to the Constitution

Any proposed alteration to the Organisation Constitution may only be considered at an Annual General Meeting or Special General Meeting convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of Saltash ABC and seconded by another Full member. Such alterations shall be passed, if supported by a majority vote of those full members present at the meeting, assuming that a quorum has been achieved.

12. Dissolution

a. If at any General Meeting of the Organisation, a resolution to passed calling for the dissolution of the Organisation, the Secretary shall immediately convene a Special General Meeting of the organisation to be held not less than one month thereafter to discuss and vote on the resolution.

b. If, at that Special General Meeting, the resolution is carried by at least two-thirds of the full members present at the meeting. The Management Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the organisation and discharge all debts and liabilities of the Organisation.

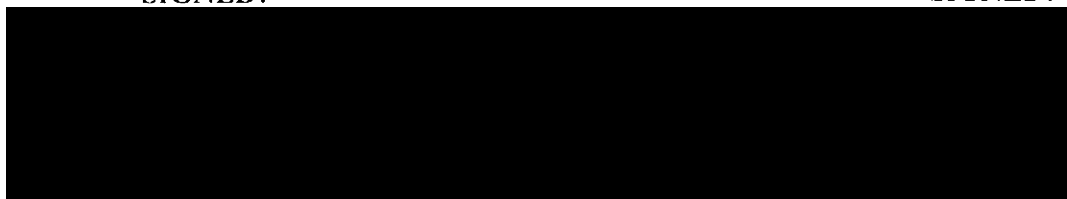
c. Upon dissolution of the club and remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

13. Declaration

SALTASH AMATEUR BOXING CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

SIGNED:



POSITION: Club Chair

POSITION: Club Secretary

DATE: 17 July 2024

DATE: 17 July 2024

SALTASH AMATEUR BOXING CLUB INCOME AND EXPENDITURE – 2024/25										Income Crd Fwd 2023/24		£7,835.90		Year Total
INCOME						EXPENDITURE					BALANCE		up/down	
Date	Event	Units	Unit Cost	Sub Total	Total	Date	Event	Units	Unit Cost	Total	Mon Bal	Cum Bal Inc L1	Less L1	
Sep-24	Attend Fees	77	£2.00	£154.00	£154.00	Sep-24	Groundworks	1	£1,200.00	£1,200.00		£7,835.90		
September Totals					£154.00	September Totals				£1,200.00	-£1,046.00	£6,789.90	-£1,046.00	
Oct-24	Attend Fees	77	£2.00	£154.00	£154.00	Oct-24	First Aid Course	1	£31.20	£31.20				
	Junior Dues	0	£3.50	£0.00	£0.00		Stationery	1	£6.99	£6.99				
	Senior Dues	0	£5.00	£0.00	£0.00		Dumpy Bag Ballast	1	£40.00	£40.00				
	Restricted Fund Grant	1	£132.00	£132.00	£132.00		25 Kg Bags Cement	4	£9.18	£36.72				
	Ring Sponsorship	1	£200.00	£200.00	£200.00		25 kg Cement	2	£7.50	£15.00				
							25 kg Sand	4	£2.50	£10.00				
October Totals					£486.00	October Totals				£139.91	£346.09	£7,135.99	-£699.91	
Nov-24	Attend Fees	89	£2.00	£178.00	£178.00	Nov-24	First Aid Course	1	£31.20	£31.20				
	Junior Dues	0	£3.50	£0.00	£0.00		Public Liability Ins, Coach Ins	1	£178.28	£178.28				
	Senior Dues	0	£5.00	£0.00	£0.00									
	Restricted Fund Grant	1	£261.00	£261.00	£261.00									
November Totals					£439.00	November Totals				£209.48	£229.52	£7,365.51	-£470.39	
Dec-24	Attend Fees	33	£2.00	£66.00	£66.00	Dec-24	Safeguarding	1	£37.20	£37.20				
	Junior Dues	0	£3.50	£0.00	£0.00									
	Senior Dues	0	£5.00	£0.00	£0.00									
December Totals					£66.00	December Totals				£37.20	£28.80	£7,394.31	-£441.59	
Jan-25	Attend Fees	93	£2.00	£186.00	£186.00	Jan-25	Grant Fund Screws Assorted	6	£3.99	£23.94				
	Senior Dues	0	£5.00	£0.00	£0.00		Club & Coach Registration	1	£165.00	£165.00				
	Junior Dues	0	£3.50	£0.00	£0.00		Postage Coach JM @ Club Reg	1	£4.25	£4.25				
	Restricted SYN Grant	1	£500.00	£500.00	£500.00		SYN Annual Fee	1	£10.00	£10.00				
January Totals					£686.00	January Totals				£203.19	£482.81	£7,877.12	£41.22	
Feb-25	Attend Fees	46	£2.00	£92.00	£92.00	Feb-25	REST F WHB Assorted Timber	1	£1,256.50	£1,256.50				
	Senior Dues	0	£5.00	£0.00	£0.00		REST F SiG Bespoke Roof	1	£3,196.92	£3,196.92				
	Junior Dues	0	£3.50	£0.00	£0.00		REST F WHB Shiplap	1	£840.67	£840.67				
	Club T Shirts	0	£10.00	£0.00	£0.00									
	Restricted CCF Grant	1	£4,720.00	£4,720.00	£4,720.00									
February Totals					£4,812.00	February Totals				£5,294.09	-£482.09	£7,395.03	-£440.87	
Mar-25	Attend Fees	100	£2.00	£200.00	£200.00	Mar-25	Boxing Tutors Course Joanne	1	£120.00	£120.00				
	Senior Dues	0	£5.00	£0.00	£0.00		DMY Wall Blocks & Sand	1	£26.40	£26.40				
	Junior Dues	0	£3.50	£0.00	£0.00		TS Fixtures & Fittings 1	1	£35.30	£35.30				
							TS Fixtures & Fittings 2	1	£28.32	£28.32				
							DMY Ltd Wall Covering Boards	1	£385.80	£385.80				
							TS Nail Gun & Brads	1	£78.23	£78.23				
							Lge Mismatched Upvc Window	1	£150.00	£150.00				
							CP 3 New Upvc Windows	1	£476.24	£476.24				
							Special Screws 1	1	£15.18	£15.18				
							Fixtures & Fittings (Galv Nails) 1	1	£6.32	£6.32				
							Evo Stick Wood Glue	1	£11.38	£11.38				
							TS (Galv Nails) 2	1	£19.06	£19.06				
							W H Bond Timber Assorted	1	£245.77	£245.77				
							Lloyds Bank Charges	1	£4.25	£4.25				
							Floor Matting 20mm & 40MM	1	£972.47	£972.47				
							CP Gutterings, Clips & Skirting	1	£170.45	£170.45				
							Refreshments Boxing Tutors	1	£13.13	£13.13				
							Glues Assoprted Sizes	1	£31.74	£31.74				
March Totals					£200.00	March Totals				£2,790.04	-£2,590.04	£4,804.99	-£3,030.91	
Apr-25	Attend Fees	60	£2.00	£120.00	£120.00	Apr-25	I4L Wall & Floor Insulation	1	£993.30	£993.30				
	Senior Dues	0	£5.00	£0.00	£0.00		T Wall Paint	1	£15.00	£15.00				
	Junior Dues	0	£3.50	£0.00	£0.00		SiG Extra Roof Bolt Socket	1	£18.79	£18.79				
							TS Safe Gloves & Jigsaw Blades	1	£33.28	£33.28				
							TS Angle Grinder Mini Disks	1	£8.98	£8.98				
							Multi Purpose Advance Screws	1	£11.78	£11.78				
							W H Bond OSB Sheets	1	£67.13	£67.13				
							TS Masking Tape & Primer	1	£16.46	£16.46				
							WH Bond T & G Chipboard	1	£52.27	£52.27				
							TS Wood Glue	1	£13.38	£13.38				
							TS Quick Dry Floor Varnish	1	£10.76	£10.76				
							TS Tool Blades, 2 Saws & Glue	1	£33.15	£33.15				
							TS 75 mm Masonary Nails	1	£6.69	£6.69				
							B&Q Paint, Brushes & Rollers	1	£66.50	£66.50				
							Lloyds Bank Charges	1	£5.25	£5.25				
April Totals					£120.00	April Totals				£1,352.72	-£1,232.72	£3,572.27	-£4,263.63	
May-25	Attend Fees	89	£2.00	£178.00	£178.00	May-25	2 Bags Cement	1	£16.56	£16.56				
	Junior Wraps	0	£3.00	£0.00	£0.00		D/B Sand & 3 Cement	1	£75.24	£75.24				
	T Shirts	1	£10.00	£10.00	£10.00		2 Tubs Filler, 1 Caulk	1	£12.18	£12.18				

[illegible]

	Crd Fwd	23/24	£7,835.90
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Income 24/25		£7,490.75
Total Income		15,326.65
Total Expend		12,508.70
Balance 2024/25		£2,817.95

SSI ACC

~~JANUARY~~
On at
31/08/2024

BS 1

LLOYDS BANK



Your account statement

Issue date: 1 May 2026

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)Visit us online: www.lloydsbank.com

Your branch: VICTORIA (309897)

008943 PDOEA02-20260502-89750-050491

SALTASH AMATEUR BOXING CLUB



39300 B

COMMUNITY ACCOUNT

SALTASH AMATEUR BOXING CLUB

Our records indicate that your business is eligible for FSCS deposit protection.
Further details can be found on the Useful Information page.

Account summary

Balance On 01 Apr 2026	£3,324.67
Total Paid In	£1,240.00
Total Paid Out	£624.36
Balance On 20 Apr 2026	£3,940.31

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
01 Apr 26		STATEMENT OPENING BALANCE			3,324.67
07 Apr 26	FPI	CORNWALL COMMUNITY CPCT/26/160 21013741334206000N 602137 40 07APR26 01:51	1,240.00		4,564.67
08 Apr 26	CHQ	000040		147.38	4,417.29
15 Apr 26	CHQ	000041		472.73	3,944.56
20 Apr 26	PAY	SERVICE CHARGES REF: 481048756		4.25	3,940.31
20 Apr 26		STATEMENT CLOSING BALANCE	1,240.00	624.36	3,940.31

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

FPI - Faster Payment

CHQ - Cheque

PAY - Payment

Support for charities and not-for-profit organisations

Discover our hub for tips and guidance to make running your organisation easier. Pop back regularly for new content and updates.

To explore our hub visit lloydsbank.com/not-for-profits or scan the QR code.



Your account statement

Issue date: 1 June 2026

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009407 PDOEA02-20260602-35009-050311

SALTASH AMATEUR BOXING CLUB

39300 B

COMMUNITY ACCOUNT

SALTASH AMATEUR BOXING CLUB

Our records indicate that your business is eligible for FSCS deposit protection.
Further details can be found on the Useful Information page.

Account summary

Balance On 01 May 2026	£3,940.31
Total Paid In	£0.00
Total Paid Out	£1,398.94
Balance On 19 May 2026	£2,541.37

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
01 May 26		STATEMENT OPENING BALANCE			3,940.31
06 May 26	CHQ	000043		1,000.00	2,940.31
07 May 26	CHQ	000044		120.00	2,820.31
19 May 26	CHQ	000045		274.19	2,546.12
19 May 26	PAY	SERVICE CHARGES REF : 483543109		4.75	2,541.37
19 May 26		STATEMENT CLOSING BALANCE	0.00	1,398.94	2,541.37

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

CHQ - Cheque PAY - Payment

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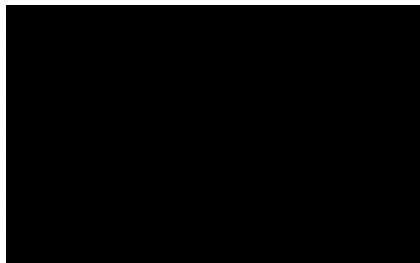




Insurance Receipt

Date: 20/01/2026

Receipt To:



Payment method: Credit/Debit Card

Policy Number	
Insurance Start Date	12/01/2026
Insurance Expiry Date	11/01/2027
Premium (exc. Insurance Premium Tax)	£119.89
Insurance Premium Tax	£14.38
Administration Fee	£32.50
Total Charge	£166.77

The administration fee covers costs and expenses we incur in arranging your insurance cover. For example, those incurred in agreeing terms with the insurer, setting up the policy, creating your policy documents, regulatory costs, fees and levies. This arrangement and administration fee may vary according to the policy period, policy type and any optional additions to your cover.

Insurance Schedule


insure4sport

You will only be entitled to insurance cover under the section(s) which you have selected and for which you have paid the required premium.
Cover is in respect of participating in sporting activities only for the sports category(s) selected.

Insured			
Address			
Period of Insurance	From: 12/01/2026 16:16 To: 11/01/2027 23:59	Policy Number	I4S961451
Sports	Personal Trainer, Personal Training, Boxing (amateur)	Sports Category	B
Number of Coaches	5	Number of Teams	N/A
Names			
	Territorial Limits	UK	

Cover Limits (These are the maximum amounts we will pay and should be read in conjunction with our policy wording)

Section	Cover	Total Sum Insured / Limit of Indemnity	Excess
1	Public Liability Including Participant to Participant Liability	£2,500,000 Limit of Indemnity in any one occurrence for the conduct of the Sport/Activities noted above however in respect of Products Liability this shall be any one occurrence and in the aggregate in any one Period of Insurance.	N/A
2	Professional Indemnity	£2,500,000 Limit of Indemnity in any one claim and in the aggregate in any one Period of Insurance for the conduct of the Sport/Activities noted above. Retroactive date: 12/01/2026	N/A
3	Personal Accident	Not included	N/A
4	Loss of Earnings	Not included	N/A
5	Sports Equipment (excludes bicycles)	Up to £2,250 The following single article limits apply: Personal Possessions £250	£50
6	Employers' Liability	Not included	N/A

These are the maximum amounts we will pay and should be read in conjunction with your Insurance Booklet. All covers are underwritten by Aviva Insurance Services Limited. We would specifically draw your attention to the Endorsements which may apply as detailed in the Insurance Booklet.

Insurance Schedule



insure4sport

Endorsements

Where the following sports are being played/coached these endorsements apply:

- Gymnastics and Trampolining
- Aerial Activities
- Football/Soccer
- Boxing
- Pole Fitness/Pole Dancing
- Shooting



Insure4Sport
Certificate of Insurance

This certificate is confirmation that
 Policy holder [REDACTED]

Has a Limit of Liability of up to £2,500,000 and Professional Indemnity of up to £2,500,000 for activities connected to: 'Personal Trainer, Personal Training, Boxing (amateur)'

Public Liability

Effective from: 12/01/2026 16:16
 Until: 11/01/2027 23:59

Professional Indemnity

Effective from: 12/01/2026 16:16
 Until: 11/01/2027 23:59
 Retroactive date: 12/01/2026 16:16

Policy Number: I4S961451

Subject to the terms and conditions of the policy

Signed on behalf of the underwriters

Alan Thomas
 Authorised Signatory, Ripe Insurance Services Ltd

This certificate does not form part of the contract of insurance. For full terms and conditions of cover please refer to the Insurance Booklet and Insurance Schedule

Insure4Sport The Royals, Altrincham Road, Manchester M22 4BJ

t. 0333 400 9429 e. admin@insure4sport.co.uk w. www.insure4sport.co.uk



Saltash ABC Safeguarding Policy

Version 3 updated 24 November 2024

Policy for protecting, safeguarding and promoting the welfare of young people and vulnerable adults.

Introduction

This policy covers all the young people that we work with or whom use Saltash ABC Hereafter referred to as SABC. Where the terms 'young person' or 'young people' are used this must be read to include children and vulnerable adults.

Safeguarding is a term, which is broader than 'young person protection' and relates to the actions taken to promote the welfare of young people and protect them from harm. Safeguarding is everyone's responsibility. Safeguarding is defined as:

- ☐ protecting young people from maltreatment
- ☐ preventing impairment of young people's health and development
- ☐ ensuring that young people grow up in circumstances consistent with the provision of safe and effective care and
- ☐ taking action to enable all young people to have the best outcomes

The Management Committee are responsible for ensuring that those benefiting from, or working with SABC, are not harmed in any way through contact with it. They have a legal duty to act prudently and must take all reasonable steps within their power to ensure that this does not happen.

Having safeguards in place within an organisation not only protects and promotes the welfare of young people but also it enhances the confidence of trustees, staff, volunteers, parents/carers and the general public

Multi-agency working

Good inter-agency working is promoted and maintained with other organisations, such as visiting coaches and at boxing shows.

Physical environment:

Good practice in a physical environment where there is contact with young people means:

- . monitoring and minimising risks to young people and adults throughout the centre

Physical contact

Good practice in physical contact means:

- . maintaining a safe and appropriate distance from participants
- . only touching participants when it is absolutely necessary in relation to the particular boxing activity
- . seeking agreement of participants prior to any physical contact
- . making sure disabled participants are informed of and comfortable with any necessary physical contact

Interpersonal Dealings

Good practice in interpersonal dealings means:

- . treating all young people equally, and with respect and dignity
- . always putting the welfare of each participant first, before achieving goals
- . building balanced relationships based on mutual trust which empowers young people to share in the decision-making process
- . giving enthusiastic and constructive feedback rather than negative criticism
- . making boxing fun and enjoyable and promoting equality
- . being an excellent role model for dealings with other people
- . recognising that young people with disabilities may be even more vulnerable to abuse than other young people.

Sensitive Information

Good practice in managing sensitive information means:

- . having a set of procedures for taking, using and storing photographs or images of young people.
- . careful monitoring and use of web-based materials and activities
- . agreed procedures for reporting any suspicions or allegations of abuse

For further guidance please refer to the SABC Safeguarding Officer. The young person remains central to this process and they should be kept informed at all stages of actions taken.

Types and signs of abuse

The government guidance, Working Together to Safeguard Young people, 1999, categorises abuse as:

- ☐ Physical abuse
- ☐ Emotional abuse
- ☐ Sexual abuse
- ☐ Neglect

Remember that in all forms of abuse there are elements of emotional abuse and that it is possible to be subjected to abuse in more than one way at a time. These four categorisations and the definitions below do not minimise other forms of maltreatment.

Vulnerable adults may also be subject to other types of abuse as well as to the four types of abuse listed above. They may be manipulated financially or discriminated against because of a disability or other factor that makes them vulnerable. Further information is in the Department of Health and Home Office guidance on protecting vulnerable adults - 'No Secrets.'

What is physical abuse?

Physical abuse includes hitting, shaking, throwing, poisoning or misuse of medications, burning or scalding, drowning, suffocating or otherwise causing physical harm. Physical harm may also be caused when a parent or carer feigns the symptoms of or deliberately causes ill health to a young person whom they are looking after.

What is emotional abuse?

Emotional abuse is the persistent emotional maltreatment of a young person such as to cause severe and persistent adverse effects on the young person's emotional development. It may involve conveying to young people that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may include not giving the young person opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate.

It may involve seeing or hearing the ill-treatment of another.

A young person who is being sexually abused may show physical signs such as stomach pains, discomfort in the genital or anal area as well as medical conditions that would probably be hard to spot in comparatively casual contact.

A young person suffering neglect might show signs of constant hunger, always being unclean, loss of weight or constant underweight, inappropriate dress for the weather.

Signs of emotional abuse might be failure to thrive or grow, sudden speech disorders, or developmental delay either physically or emotionally.

The following changes in behaviour can indicate physical abuse:

Fear of parents being asked for an explanation of an injury or behaviour; aggressive behaviour/ temper tantrums; flinching when being approached or touched; reluctance to get changed or wearing long sleeves in hot weather; depression; being withdrawn; and running away from home.

Sexual abuse is most often 'spotted' as a result of the individual's behaviour as opposed to physical symptoms. Behaviour which may indicate sexual abuse includes sudden or unexplained changes in behaviour (such as becoming aggressive or withdrawn), fear of being left with a specific person or group, nightmares, running away from home, sexual knowledge inappropriate to age or development level, sexual drawings or language, bedwetting, eating disorders, self-harm, talking of 'secrets', substance or drug abuse, having sudden and unexplained sources of money, not being allowed to have friends (particularly in adolescence), acting in a sexually explicit way towards adults.

Emotional abuse might show in neurotic behaviour (for instance hair-twisting or rocking), inability to play, being frightened of making mistakes, self-harm or fear of the parent or carer being approached about their behaviour.

Behavioural signs of neglect may include complaining of being tired all the time, not requesting or making use of medical assistance, having few friends, mentioning that they have been left alone or unsupervised.

It should be recognised that this list is not exhaustive and the presence of one, or more, of the indicators is not proof that abuse is actually taking place. It is not the responsibility of those working at The Core to decide that young person abuse is occurring but it is their responsibility to act on any concerns.

Professional principles

SP 5

This policy was last reviewed on:

24th November 2024

This document is to be reviewed on a regular basis, after an incident or on receipt of notification of a change in National Policy.

N.B. Our guidelines provide a brief introduction, a description of the key issues to adhere to and an example policy. The documents are not comprehensive and do not constitute legal advice.



**Amateur Boxing Alliance
Affiliation Certificate
2025-26**

This is to certify that

Saltash ABC

*Has registered with the England Amateur Boxing Alliance
for the current Boxing season*

Mike Rees

**Regional Registrar
South West ABA**

Reg No: SW/2025029

[REDACTED]

Subject:

FW: Saltash ABC - Grant application

[REDACTED]

Subject: Re: Saltash ABC - Grant application

Hi Lindsay,

I can confirm that The Core is happy for the work to be undertaken and [REDACTED] has checked with us first.

Many thanks

[REDACTED] - Youth Work Coordinator/Centre Manager
The Core, Church Rd, Saltash, PL12 4AE
[REDACTED]

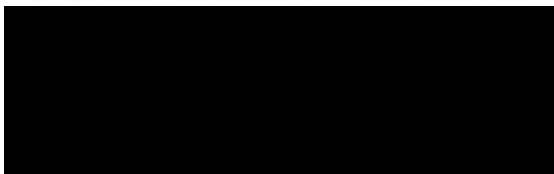
Charity number - 1164096

Please note that I don't work on Fridays.



SALTASH AMATEUR BOXING CLUB

Saltash ABC



Secretary:



Chairman:



JAN 21
C.E.G.R.

JAN 2021

COMMUNITY CHEST GRANT £1,000



SALTASH AMATEUR BOXING CLUB

Saltash ABC was granted a Community Chest Grant in 2021 for the delivery of non-contact boxing awards, it was predicted in the bid that this would be achieved in a relatively short period of time. Unfortunately the grant award coincided with the Covid 19 pandemic lockdown. England Boxing our governing body in conjunction with the government that boxing could only take place at two metre distances and each coach was permitted to work with a maximum of 6 boxers at one time. Boxing at 2 metres is not possible unless you have very long arms. Therefore the majority of the awards were conducted after the pandemic rules were eliminated.

Therefore we were required to extend the period of completing the awards. We are pleased to say the programme was completed. The details are as below and Saltash ABC and the young boxers are very grateful to Saltash Town Council for their provision of funding for this project. Fifty books and 150 medals were purchased. The recipients were, SABC, The Young Team aged 9 – 13, & Juniors aged 13 – 18, Saltash. net School excluded students aged 14 – 17. Groundworks Alternative Educational Programme, Main Stream School Excluded and Home Educated Young People. A total of 50 booklets were issued, 106 certificates were presented and 106 medals were awarded. A very successful project despite the fractured start due to Covid 19.

Micky Northfield



Grant Reference Number: FF134	Organisation: Saltash Christmas Festival
Amount of Grant Applied for: £2,500	Festival Fund
Previous Award (If applicable)	2025 - £2,500 2024 - £2,500 2023 - £1,500 2022 - £1,500
Organisation eligible under policy:	Yes
Project eligible under policy:	Yes
Located within Saltash boundary:	Yes
Application complete and required governing documents provided:	No – public liability insurance will not be obtained until the day before the event.
Brief description of project: To deliver a free one day Christmas event in the town with traders, charities, community groups and schools involved. The event will boost footfall and promote the town centre.	
Any areas of concern or additional information to be considered: The public liability insurance will not be obtained until the day before the event. Previous applications have been approved on the basis that the insurance is received immediately once it is obtained.	
Reference to Grant Policy: N/A	
Budget Information	
Budget Code:	6220 – Festival Fund
Available Budget:	£5,021

Funding Awarded to Date	
Organisations	Amount Awarded
Saltash May Fair	£5,000
Saltash Regatta	£5,000
Tincombe Tea Party	£428.88



Saltash Town Council



Grant Application Form

APPLYING FOR:

(Tick one box)

Community Chest Grant ☐

Festival Fund Grant ☒

DATE APPLICATION SUBMITTED:

27th August 2026

Contact Name:	[REDACTED]
Position:	Chair of Christmas Festival Organising Committee, Saltash Chamber of Commerce
Organisation:	Saltash Chamber of Commerce
Contact Address:	[REDACTED]
Telephone Number:	[REDACTED]
E-mail:	[REDACTED]
Status of Organisation:	Chamber of Commerce
Charity/Company number (if applicable)	N/A
What geographical area does your organisation cover?	Saltash
How long has your organisation been in existence?	Since 1950

1. Organisation Background

Have you applied for a grant from Saltash Town Council within the last 5 Years? (Please list – continue on a separate sheet if necessary)	Date Applied	Project	Amount Applied for	Successful Y/N			
	2025	Saltash Christmas Festival	£2,500	Yes £2,500			
	2024	Saltash Christmas Festival	£2,500	Yes £2,500			
	2023	Saltash Christmas Festival	£1,500	Yes £1,500			
	2022	Saltash Christmas Festival	£1,500	Yes £1,500			
	2021	No application made to Town Council					
Please list the aims and objectives of your organization	Aims of the Chamber: - to further and protect the interests of traders/professionals within Saltash and District, and of Chamber members in particular. - to discuss any matter affecting the interests of members. - to take actions to support and promote the welfare of the general body of traders and professions. - to promote measures for the economic advancement of the town of Saltash and District. - to be proactive with other organisations within Saltash and District to enable the promotion/enhancement of members' interests. - to keep members up to date on matters that could potentially have an impact on their trade or business. Aims of the Christmas Festival: To deliver a Christmas event in the town centre that is free admission, and involves a range of local traders, charities, community groups and schools, boosting footfall, promoting the retail heart of the town, providing opportunities for creative art in schools and promoting community cohesion and pride.						
What are the main activities of your organisation?	The Chamber's Christmas Festival Committee has responsibility for organising and delivering the town's annual Christmas Festival and Lantern Parade.						

	Yes / No or N/A
Are you part of a religious group?	No
If application is for a Church – is it for anything other than a parish clock, Community Hall (used by all within the community) or environmental purposes?	N/A
If application is for a School – Is, it for anything other than environmental purposes or a project that does not benefit the wider community and is not in addition to statutory services?	N/A
If application is from an education, health or social service establishment – do you work in partnership with other groups?	N/A
If application is from an education, health or social service establishment – is project in addition to statutory services?	N/A

2. Your project

Project	Start Date	Saturday 5 th Dec 2026
	Finish Date	Saturday 5 th Dec 2026
	Total Cost	£ 8,967
	Grant Applied For	£2,500

Project title	Saltash Christmas Festival and Lantern Parade Saturday 5 th December 2026
Description of project	Saltash Christmas Festival is an annual event held in the town centre on the first Saturday of December. Organised by a volunteer committee within Saltash Chamber of Commerce, it is free to attend and brings together residents, schools, community groups, charities and local businesses for a day of festive activities. The festival encourages people to visit and spend time in Saltash town centre, supports local traders and provides opportunities for charities and community groups to raise funds and promote their work. Planned Features of 2026 Festival: • A Street Market on Fore Street • Children's rides and a carousel • Santas on Bikes • A Santa Fun Run across the Tamar Bridge and back (thanks to collaboration with the Tamar Trotters) • A Treasure Hunt (thanks to Redeemer Church and town centre retailers) • A Festive Fancy Dress Competition for dogs • An outdoor Carol Service (hosted by Redeemer Church) • A Lantern Parade (involving local primary schools, Saltash Community School and Fountain Head House School) • A fireworks display

Where will it take place?	Fore Street, Saltash
Who will benefit from the project? (What groups will benefit and approx. how many people will benefit in total)	The festival will benefit approximately 4,000–5,000 residents and visitors, together with local businesses, charities, schools and community organisations. Around 30 charities and community groups and approximately 40 local businesses are expected to benefit from opportunities to take a stall, raise funds, promote their activities or sell products. Town-centre retailers will benefit from increased footfall, while local children and young people will have opportunities to take part in creative lantern-making workshops and the Lantern Parade. Because admission is free, the festival provides a community celebration that is open to everyone, including families who may otherwise find the cost of seasonal activities difficult to meet.
What evidence do you have that this project is required?	Saltash Christmas Festival has been held in its current format for more than ten years and regularly attracts several thousand visitors. Demand is demonstrated by strong attendance and the participation of local schools, businesses, charities and community groups. Demand from stallholders remains strong, despite adverse weather forcing the cancellation of the street market for the past two years. The willingness of local organisations, including Tamar Trotters, Redeemer Church and Saltash Scrapstore, to support different elements also demonstrates the event's value to the town.
What support have you received for this project? (Please tell us about any expressions of support you've received from outside your organisation)	The Christmas Festival enjoys the support of local businesses, charities, community groups, volunteers and schools. Specific support for this year's event includes: • A total of £750 in sponsorship from local businesses already committed • Commitment from primary schools to take part in the lantern workshops • Commitment from local youth groups to volunteer at the event • Commitment from Tamar Trotters to deliver the Santa Fun Run
How will the project be managed and how will you measure its success?	The festival will be managed by a volunteer committee within Saltash Chamber of Commerce, supported by Diverse Events, a local not-for-profit community interest company with experience of delivering events in Saltash. Success will be assessed through: • Estimated visitor numbers • The number of local businesses, charities and community groups taking part • The number of schools, children and families participating in the lantern workshops and parade • Feedback from traders, stallholders, volunteers and visitors

	- Funds raised through the event and by participating charities - The safe delivery of the festival in accordance with the event management plan and risk assessments
Please give the timescale and key milestones for your project, including a start and finish date.	Aug – Sept: Confirm the festival programme, seek sponsorship and funding, and submit road-closure paperwork etc. Sept – Oct : Confirm stallholders, event contractors, medical provision, traffic management and participating community organisations. Oct – Nov: Promote the festival, launch raffle and complete event management planning Nov – early Dec: Deliver lantern workshops and finalise arrangements for the Parade Saturday 5th December 2026: Deliver Saltash Christmas Festival
What arrangements do you have in place to ensure safeguarding of children and /or young people and/or vulnerable people?	A full event management plan and risk assessments are produced to ensure the event is safe for all, including children, young people and vulnerable people. This plan is circulated to the police, fire and ambulance services, as well as to Cornwall Council's Licensing, Streetworks and Events Departments. If the Events Department deems it necessary, the event plan is also sent to the Local Event Safety Advisory Group.

3. How you will pay for your project.

What will the money be spent on? (Provide a full breakdown of project cost(s) identifying what cost(s) this grant would be spent on)	<table> <tr><td>Licences and Insurance</td><td>£650</td></tr> <tr><td>Security</td><td>£173</td></tr> <tr><td>Printing (posters, leaflet)</td><td>£55</td></tr> <tr><td>Medical</td><td>£489</td></tr> <tr><td>Traffic Management</td><td>£1,500</td></tr> <tr><td>Event Management</td><td>£2,350</td></tr> <tr><td>Marketing & Publicity</td><td>£400</td></tr> <tr><td>Barriers & fire trolley</td><td>£150</td></tr> <tr><td>Fireworks</td><td>£950</td></tr> <tr><td>Lantern Parade</td><td>£2000</td></tr> <tr><td>Treasure Hunt</td><td>£250</td></tr> <tr><td>Total costs:</td><td>£8,967</td></tr> </table> STC grant will be used to help cover essential safety and compliance costs such as: - Medical £488.63 - Insurance £555.83 - Traffic Management £1500 (Quotes for these attached.)	Licences and Insurance	£650	Security	£173	Printing (posters, leaflet)	£55	Medical	£489	Traffic Management	£1,500	Event Management	£2,350	Marketing & Publicity	£400	Barriers & fire trolley	£150	Fireworks	£950	Lantern Parade	£2000	Treasure Hunt	£250	Total costs:	£8,967
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Fireworks	£950																								
Lantern Parade	£2000																								
Treasure Hunt	£250																								
Total costs:	£8,967																								
How will you promote STC once application and project are complete?	Saltash Town Council will be promoted in editorial pieces and flyers as well as through social media, including our FB page, which has over 2,000 followers.																								

Saltash Town Council considers Match Funding is extremely important. Please list any applications you have made for funding from other organisations in the table below:

Organisation	Contribution Sought (£)	Applied (please tick as appropriate)	Granted (please tick as appropriate)
Business Sponsorship	£750	✓	✓
Stall Bookings	£2000	£1250 as of 27th August	Assumption based on previous years
Online Raffle	£900	Sales will open mid-October.	Assumption based on previous years.
Fundraising throughout the year	£300	✓	£150 already raised
Scrapstore (for Lantern Parade)	£2000	✓	
Donation from the proceeds of the Santa Fun Run	Approx. £500		Assumption based on previous years

Please confirm the bank account your project is using is in the project's name/organization name	Yes.
---	------

4. Further information enclosed Checklist.

	Enclosed (please tick)
A copy of your organisation's most recent bank statements (mandatory)	To follow
Copies of all <u>relevant</u> Employer's, Building & Public Liability Insurance Certificates & Title Deeds if appropriate (mandatory)	To follow
A letter head showing the organization's address and contact details	✓
A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organization's status)	✓
A copy of your organization's latest set of accounting statements (if any exist)	
Copies of any letters of support for your project	
If your organisation has previously received a grant from STC please include a brief report and evidence of how you promoted the contribution from the Council	✓
Other (please list)	

If any of the above documents have not been enclosed, please give reasons why in the box below:

Our accountant is currently preparing the statement, which should be with us in the next week.

We do not take out insurance until the day before the event, in case adverse weather conditions mean we have to cancel the Festival.

Declaration by the applicant

I/we declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.

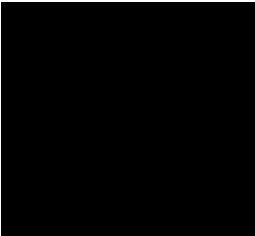
I/we declare that, I/we have read the Town Council's Grant Policy and believe to the best of our knowledge, that we meet the criteria set out by the Policy.

I/we confirm that a risk assessment will be completed prior to an event granted funding by the Town Council.

I/we accept the following:

- (i) that any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered;
- (ii) that any grant offered will be used only for the purposes set out in this application;
- (iii) that we will provide reports on progress at the request of the Town Council;
- (iv) the support of the Town Council will be publicised;
- (v) that should any grant offered, not be used in accordance with the terms and conditions set by the Town Council, we undertake on behalf of the organisation to repay the outstanding amount to the Town Council on demand.

Please be aware that the decision as to whether you have been successful in your application will be communicated to you shortly after the relevant Council meeting.

Signed:			
Print Name(s):			
Position(s):	Chamber Member, Chair, Chamber of Commerce Christmas Festival Committee		
Date:	27 th August 2026		

Your account statement

Issue date: 14 May 2026

Write to us at: PO Box 1000, Andover, BX1 1LT

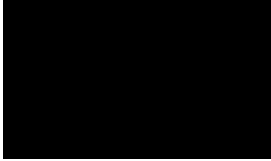
Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: DIRECT BUSINESS



010792 PDOEA04-20260515-00482-001311
SALTASH CHAMBER OF COMMERCE



39300 C



COMM INSTANT (04B)

Our records indicate that your business is eligible for FSCS deposit protection.
Further details can be found on the Useful Information page.

Account summary

Balance On 30 Mar 2026	£1,911.16
Total Paid In	£1.65
Total Paid Out	£0.00
Balance On 11 May 2026	£1,912.81

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
30 Mar 26		STATEMENT OPENING BALANCE			1,911.16
09 Apr 26		INTEREST (GROSS)	0.81		1,911.97
11 May 26		INTEREST (GROSS)	0.84		1,912.81
11 May 26		STATEMENT CLOSING BALANCE	1.65	0.00	1,912.81

POEF043100000

100901079200010003

CONSTITUTION

SALTASH AND DISTRICT CHAMBER OF COMMERCE

As approved at the Annual General
Meeting dated 1st October 2012

Hon. Secretary

6. The Committee have the power to request any Member to resign or terminate any Membership without explanation upon the vote of not less than two thirds of the whole

Committee. At the discretion of the Committee upon termination of the Membership under this Rule the subscription paid for the current year and may be returned to the Member wholly or in part (determined by the Committee)

7. Upon nomination by two Members, a general Meeting may elect any Member who has

rendered the Club exceptional service to be an Honorary Member. Such Member shall

be exempt from the Membership subscriptions.

8. The management of the Chamber shall be controlled by a Committee made up of Chairman, Vice Chairman, Hon. Secretary, Hon. Treasurer, Membership Secretary and a Committee of up to seven full members representing the traders, professions and

associations in the area with power to co-opt. Four shall form a quorum over which at least two shall be the Chairman, Vice Chairman, Hon. Secretary or Hon. Treasurer.

9. All officers and all Members of the Committee shall retire annually but shall be eligible

for re-election

10. The Annual General Meeting of the Association shall be held not earlier than the First

day of October nor later than the Thirtieth day of October in every year to transact the following business:-

(a) To receive a report by the Chairman as to the state of the Association's affairs and of the past year's activities

- (b) To consider and approve and adopt a statement of the Association's accounts for the preceding financial year
 - (c) To elect a Chairman and Vice Chairman
 - (d) To elect the Honorary Secretary and Honorary Treasurer and Members of the Committee
 - (e) To appoint the Auditors
 - (f) To consider resolutions requiring the approval of the Members in General Meeting
 - (g) To deal with any special matter that the Committee desires to bring before the Members
 - (h) To determine the amount of the Annual Subscription
 - (i) To agree any changes to the Constitution
11. If any officer of the Association is unable to complete his/her term of office the Committee may appoint a Member to serve in his/her place but any officer so appointed shall retire at the next Annual General Meeting but may stand for re-election
12. Ordinary Meetings will be held on the first Monday of each month or other such day as determined by the committee. The committee will meet after the ordinary meeting if necessary.
13. Nominations for Chairman Vice Chairman Hon. Secretary and Hon. Treasurer together with any resolutions to be discussed at the Annual General Meeting must be submitted in writing to the Hon. Secretary not less than ten days prior to the date of the Annual General Meeting. The nominations must include written confirmation by the nominees that they are prepared to stand for election
14. The Hon. Secretary shall maintain a true record of all proceedings at each/every Meeting and by way of e-mail communicate such minutes to members and conduct

1. The Association shall be named the Saltash and District Chamber of Commerce.

2. The aim of the Association shall be:-

- (a) To promote the feeling of goodwill between traders/professionals generally
- (b) To further and protect the interest of traders/professionals within the Saltash and District, and of members in particular
- (c) To discuss any matter affecting the interests of such traders etc. and to take such action thereon whether local or Parliamentary or otherwise as may be conducive to the welfare of the general body of traders and professions etc.
- (d) To promote by all possible means any measure for the advancement of the general interests of the town of Saltash and District
- (e) To be proactive with other organisations which exist within Saltash and District that enable the promotion/enhancement of members interests
- (e) To provide a facility for promotion of trade within Saltash and District
- (f) To keep members up to date on matters that potentially will have an impact on their trade/business

3. MEMBERSHIP

(a) FULL MEMBERSHIP - Entitles members to access all facilities of the

Chamber as shall be determined at time to time

by the Committee and to be able to vote at all/any meetings of the Association

(b) ASSOCIATE MEMBERSHIP - Entitles members to limited facilities of the

Chamber as shall be determined at time to time

by the Committee and will have no voting power

at any/all meetings of the Association nor will

be eligible to be a member of the Committee

(c) Membership shall be open to any individual, company, partnership, association or professional practice which carries out trade, business or professional representation in the town and/or its surrounding district or represents either in part or in whole the business interests of Saltash and the surrounding district. Application shall be made for membership on the requisite form prescribed by the Committee from time to time and give such undertakings as may be required by them from time to time. Such application must be proposed and seconded by two members of the Association and such application discussed and voted upon by the Committee hereinafter referred to no later than the second Committee Meeting after the receipt of such application.

The Committee may reject any application without explanation.

4. The Membership subscription shall be such amount as is fixed by the Association from

time to time at its Annual General Meeting, or such other general meeting that is called

to consider such, subject as follows:-

(a) The subscription shall be payable on the First day of November in each year

(b) Subscriptions of Members joining at or after the Annual General Meeting in the year shall cover Membership from the First day of November to the following year

(c) Members whose subscriptions have not been paid by the First day of January shall after having been given a further twenty one days written notice shall cease to be

Members

(d) Those whose Membership has lapsed may rejoin during the same year without loss

of continuity on payment of a rejoining fee which shall be determined from time to time by the Committee

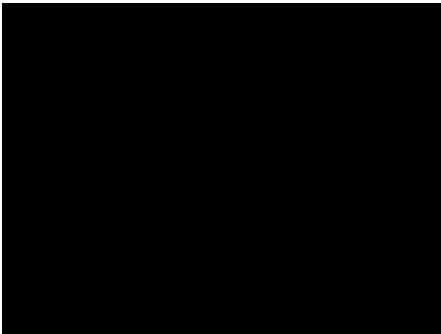
5. A Member wishing to withdraw from the Association shall give written notice to the

which may be regarded as being to the detriment of another member of the Association

20 Changes to this Constitution can be made at the Annual general meeting or at an Extraordinary General Meeting if required

21. If the Chamber should enter dissolution then any assets should be either vested in a like minded organisation to continue the aims of the Chamber Of Commerce, or with Saltash Heritage to maintain the History of the Chamber of Commerce.

This CONSTITUTION was agreed at the Annual General Meeting dated 1st October 2012



Invoice number: SCF26
Quote date: 24-08-26
Due date N/A

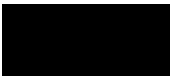
Saltash Christmas Festival Committee
Saltash Chamber of Commerce
Saltash
PL12

Description

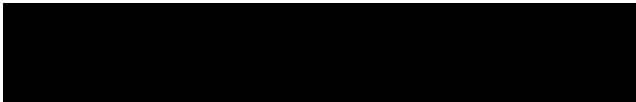
Saltash Christmas Festival 2026 – Custom Quote

- Site survey	£10.00
- Closure	£50.00
- Traffic management plan	£75.00
- Advance notice signage	£25.00
- No waiting cones	£180.00
- Traffic cones	£55.00
- Diversion signs	£45.00
- Diverted traffic signs	£30.00
- Road closed signs	£30.00
- Road ahead closed signs	£40.00
- Temporary obstruction signs	£30.00
- Sandbags	£20.00
- Staffing	£600.00
- Storage & miscellaneous costs	£30.00
- Slipway Closure	£280.00

Total £1500.00

Thank you for choosing 

Please do not hesitate to contact us if you require more information.



Your Quotation

Here is your quotation. If you wish to accept the quotation, confirm you have read our Terms and Conditions and Policy Details below and then press the **Continue button**.

To edit your information please press the [back](#) button, change your details and re-submit.

[Go Back](#)

Total Payable (Single Period Policy)
£555.83

Insurance Provider
Cov  a Insurance

The premiums shown are based on current rates and are valid for this quote only.

Turnover
Max.   30,000

Number of Visitors
5000

Public Liability (compulsory)
  5,000,000

Employers Liability (optional)
  10,000,000

Number of Employees
8

Property Cover (optional)
  5,000

Single Article Limit
  4,000

Marquee - Property Damage (optional)
Not Required

Public Liability Excess
  250.00
This excess is not applicable to the Public Liability personal injury section.

Employers Liability Excess
N/A
This excess is not applicable to the Employees Liability section.

Property Excess
  250.00

Money Excess

Stock Excess

Gap Excess

[Live Chat](#)

£500.00
This excess is not applicable to the Public Liability personal injury section.

Period of Insurance
Period of Insurance stated in the Schedule and any subsequent period for which We have accepted a renewal premium.

Gazebo Requirements
In respect of Section 1: Public Liability

If You use a Gazebo during Your Event this item must not be left erected overnight and at all other times it must have secure straps fitted over each corner and securely pegged to the ground in addition to their normal fixings.

The Policy Excess is increased to £500 in respect of damage caused by a Gazebo

The above amount includes:

Insurance Premium Tax (IPT)
£58.48

Policy Fee
£10.00

Start Date of Event: 05/12/2026

End Date of Event: 05/12/2026

 Please confirm you have read the following documents:

 Not Confirmed

Terms and Conditions

 Not Confirmed

Policy Documentation

 Not Confirmed

Policy Summary

 Not Confirmed

Insurance Act

 Not Confirmed

Notice to Policyholder

Continue >

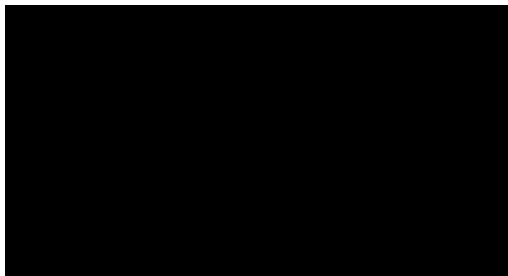
2026 events

26 January 2026 at 10:41

Event	Date	2025	2026	Difference	Notes
Saltash Christmas Festival	05-Dec	£460.97	£488.63	£27.66	



Saltash and District
Chamber of Commerce and Industry



Saltash Town Council Grant Reporting Form

Name of Organisation: Saltash Chamber of Commerce, Christmas Festival 2025	
Amount Awarded £2500	Festival Fund

How has the award contributed to the success of your event?

The award played a vital role in enabling the festival to remain a free, inclusive and well-managed community event, attracting visitors into the town centre, supporting local businesses and delivering a positive community experience at the heart of the festive season.

The funding directly supported the firework display as well as essential operational costs, including medical cover, insurance and traffic management. These elements are fundamental to delivering a large public event safely and professionally, allowing residents and visitors to enjoy the festival with confidence.

The festival is organised and delivered by a very small team of Chamber of Commerce volunteers, with total costs of approximately £9,000. The Town Council’s contribution significantly reduced the level of fundraising required and helped ease the pressure on the volunteers, enabling the team to focus more time and energy on event delivery, coordination and community engagement.

The importance of the grant was especially evident this year when forecasts of strong winds forced the cancellation of the street market element of the festival. The market would normally generate around £2,000 in income, and its loss created an unexpected financial shortfall. The Town Council’s funding provided essential financial resilience, ensuring the festival could still proceed rather than being cancelled altogether.

Without the planned market, we cancelled the road closure on Fore Street, meaning the Lantern Parade and fireworks display had to be relocated to the Waterside at short notice. Although the display was not held in the town centre, families gathered along the waterfront to enjoy the fireworks with the Brunel and Tamar Bridges as backdrop, creating a memorable highlight and ensuring the festival retained a strong celebratory finale despite difficult circumstances.

In addition, the practical support provided by the Town Council in collecting lanterns from schools made a meaningful contribution to the success of the Lantern Parade, supporting school participation and helping maintain strong community involvement at the heart of the festival.

The continued support of Saltash Town Council plays an important role in ensuring the long-term sustainability of the Christmas Festival.

Our thanks also go to the Mayor, Councillor Rachel Bullock, for her enthusiastic engagement in the event, presenting awards, starting the Santa Fun Run and running in it.





How has the grant from Saltash Town Council been promoted?

Provide examples where possible such as screenshots of social media posts or banners.

The poster design featured the logo of Saltash Town Council along with the logos of the Chamber of Commerce and Scrapstore.

This design was also used for leaflets.

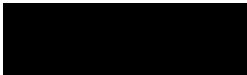




A sample of the FB posts
thanking Saltash Town Council.



Signed:



Dated: 21st February 2026

Saltash Town Council Grant Reporting Form

Name of Organisation - Tamar Trotter Running Club	
Amount Award £350	Community Chest / Festival Fund (Delete as appropriate)
How has the award contributed to the success of your project/club/organisation? Please include photographs where possible. The Community Chest award received from the Saltash Town Council was a great benefit and enabled us to enhance the experience for entrants into the Saltash Half Marathon and 5K+ and Fun Run. The grant award was spent in three separate areas as listed below: • Locally made cup cakes that were presented to category award winners. • Locally made sandwiches were given to the many essential helpers that are involved on the day. • Material to manufacture custom made wooden mementoes for the category award winners. These were made in the Saltash Community Shed. The award fund helps us to provide the items listed above which enhances the overall experience of the entrants in the event and also enables us to look after our many wonderful helpers that come from various groups and organisations within Saltash. I have sent some photographs of the event separately	

How has the grant from Saltash Town Council been promoted?

Please provide examples where possible such as screenshots of social media posts or banners.

The grant was publicised in several ways.

- On the event website, www.tamartrotters.co.uk, see first image below.
- Announced on the event Facebook page, see second image below.
- Sign displayed on the trophy table at the event, see third image below.
- Regular announcements on the PA system throughout the event.





Tamar Trotters Running Club Saltash

10 March · 🌐

We are very pleased to announce that we have received a donation from [Saltash Town Council](#) Community Chest fund to help towards the organisation on this year's Saltash Half Marathon and 5K+ and Fun Run

We are looking forward to another fantastic event on 3rd May See less



Signed Colin Bunting	Dated 7 th July 2026







SALTASH MAY FAIR 2026

A REPORT FOR SALTASH TOWN COUNCIL

Saltash May Fair	Start Date of Event	2 nd May 2026
	Finish Date of Event	3 rd May 2026
	Total Estimated Cost	£ 16,308
	Total Actual Cost	£15,702.54
	Grant Awarded from STC	£ 5,000

Please list the aims and objectives of your organisation	* To boost community cohesion through a weekend event across Fore Street, Victoria Gardens and Longstone Park that is free to attend * To boost footfall in to the retail centre of the town * To offer traders the opportunity to sell products * To offer charities and community groups the platform to promote their activities and raise funds * To offer opportunities to boost health and wellbeing, including running races and outdoor fitness sessions * To offer local musicians the opportunity to showcase their talent on a large stage * To collaborate with Saltash Youth Network to provide a Youth Village in Victoria Gardens * To promote awareness of environmental issues All these aims were met through Saltash May Fair 2026.
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	Highlights on Saturday 2nd included: • Market the length of Fore Street • Parade of Youth, led by Page2Stage • Youth Village in Victoria Gardens • Maypole dancing with Geraldine Lamb School of Dance • Free, live music in Longstone Park until 9pm, with an 80s tribute band as the headline act Highlights on Sunday 3rd included: • Half Marathon, 5K and Fun Run, with over 400 runners • Dog Show, hosted by Gables (raising £1,315 for the charity)
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Who benefitted from the project?	Heavy rain on Saturday afternoon led to a drop in visitor numbers, but over the two days, the event still attracted an estimated 5,000 visitors from Saltash and surrounding areas. It delivered a positive impact for local businesses, promoting our town to a wider audience. Local charities and community groups (Approx. 50) Local business taking stalls (Approx. 50) Youth groups (Approx. 15)
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What sponsorship did you receive for this project?	Sponsorship from Carol Spinks Care Agency of £500. Sponsorship from Thompson Jackson of £350. Income from stalls etc. was approx. £4,700. Fundraising in 2026 raised £330. Sale of tickets in the May Fair cash raffle generated £1,113. (compared to £700 in 2025)
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Estimated expenditure at time of bid to STC:		Actual expenditure	
Staging and Sound	2,200	Staging and Sound	2,420
Entertainment	2,090	Entertainment	1,940
Traffic Management	1,900	Traffic Management	1,577.52
Licences and Insurance	741	Licences and Insurance	794.70
Raffle printing	86	Raffle printing	---
Medical	1,275	Medical	1,597.42
Security	1,153	Security	980.10
Waste Management	354	Waste Management	512.40
Event Management	2,957	Event Management	3019.86
Volunteer expenses	310	Volunteer expenses	120
Ground mats	450	Ground mats	450
Marketing & Publicity	483	Marketing & Publicity	444.20
Toilets, barriers	1,033	Toilets, barriers	834
Photography	120	Photography	120
Red Bus	226	Red Bus	---
Generator	450	Generator	408.34
Raffle Prizes (cash raffle)	300	Raffle Prizes (cash raffle)	300
Sunday PA	90	Sunday PA	90
Trailer stage	50	Trailer stage	50
Trophies	40	Trophies	44
		Total costs	£15,702.54
Total estimated costs :	£16,308		
		Invoices for the following have been attached:	
		• Medical Services	£ 1597.42
		• Stage & Sound, Longstone	£ 2420
		• Security	£ 980.10
		• Livewire	£200

COMMENTS ON BUDGET

The event came in under budget, helped in part by an unexpected saving arising from the weather. Although it was hugely disappointing that the May Fair was battered by heavy rain, the resulting drop in attendance meant that the portable toilets did not need to be emptied and serviced on the Sunday morning, saving £200.

Moving raffle ticket sales online proved extremely successful. The raffle raised more than £400 above last year's total, while removing the cost of printing tickets and the need for volunteers to run a stall and write out ticket stubs. Given the reduced footfall caused by the rain, it is also unlikely that we would have sold as many tickets had we relied on sales at the event.

GENERAL COMMENTS

The May Fair depends on the support of many organisations across the town, and we are grateful to everyone who played a part. Particular thanks go to Tamar Trotters for once again organising and delivering an excellent programme of running races.

Although the organising team is made up entirely of volunteers, an event of this scale also requires considerable professional knowledge and experience, and so our partnership with Diverse Events CIC is invaluable. Their expertise, commitment and support throughout the planning process and over the May Fair weekend enable us to deliver an event that is both safe and successful.

PARADE OF YOUTH AND AWARDS

Thanks to Page2Stage for leading the Parade of Youth so enthusiastically and then singing at the Opening Ceremony.

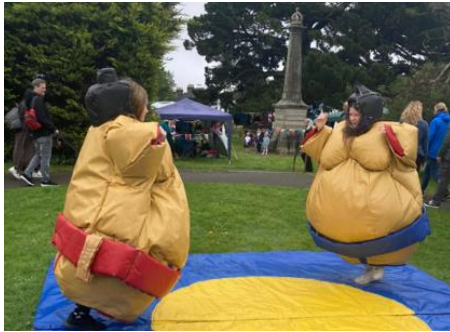
Thanks also to the Mayor (Cllr. Rachel Bullock), the Deputy Mayor (Cllr. Brian Stoyel) and their consorts for making the following presentations:



- **Prizes** to Saltash Community School students for designing the medals in the 5K and Fun Run races (Aiva Blyth, Connie Adams, Keira Keegan and Chloe Mullenger).
- **The Pip Miller Award for Sporting Achievement**
To Megan Daniel, who won two gold medals in the 400m Individual Medley and 200m Breaststroke, three silver medals and one bronze medal at the recent National Championships.
- **Unsung Hero Award**
To Maureen Carvell, who has dedicated decades to Scouting in Saltash, inspiring generations of young people, families and fellow leaders with her kindness, wisdom and unwavering commitment.
- **Golden Heart Award**
To Carol Spinks Homecare, whose team has cared for vulnerable people in our community for nearly 25 years, with kindness, patience and genuine care.



YOUTH VILLAGE



The Youth Village has become an established, integral part of Saltash May Fair. Organised under the umbrella of the Saltash Youth Network, it gives youth groups the chance to showcase what they offer, and gives young people the space to relax and take part in some sumo wrestling.

ENVIRONMENTAL AWARENESS



As well as investing in extra bins to encourage recycling, we also ran a campaign asking people to bring their empty cans so we could crush them for charity.

FULL MUSIC LINE-UP in LONGSTONE PARK

11:00 – 13:00	Livewire
13:15 – 14:15	Roxie Grew
14:30 – 15:30	The Fuzz Tonez
15:45 – 16:45	Sound City Collective
17:00 – 17:30	Czech Children's Choir
17:45 – 19:00	Simon and John
19:30 – 21:00	80s Pirates

Particular thanks go to all the musicians who performed so valiantly in the rain, especially Simon and John, who stepped in at the last minute when another band had to withdraw. We had been looking forward to hearing the Czech Children's Choir, touring Cornwall as part of the Cornwall International Male Choral Festival. Sadly, the weather meant that the outdoor performance could not go ahead.

THANKS TO SALTASH TOWN COUNCIL

We are enormously grateful to Saltash Town Council, whose generous grant covers almost one third of the event's expenditure and makes the May Fair possible.

SALTASH MAY FAIR

Saturday 2nd May
 MARKET ON FORE STREET FROM 10AM
 INFLATABLES, STALLS, AND LIVE MUSIC
 ON LONGSTONE PARK UNTIL 9PM

Sunday 3rd May
 RUNNING RACES & DOG SHOW
 ON LONGSTONE PARK

80's PIRATES

2026

USE THE QR CODE TO ENTER THE ONLINE RAFFLE
 CASH PRIZES OF £150, £100 AND £50
 PRIZES ALL KINDLY DONATED BY LOCAL BUSINESSES

BROUGHT TO LIFE WITH A GENEROUS GRANT FROM SALTASH TOWN COUNCIL

SALTASH TOWN COUNCIL
 Cornwall's 1st Place

Posters featured the STC logo.



Facebook posts like this one thanked Saltash Town Council for their financial support.

As well as promoting the Town Council on Facebook, the MC also gave announcements on stage thanking the council for their financial support, and we displayed STC banners on site:



VOLUNTEER COMMITTEE 2026:

Page 114
Melissa Caldwell, Thomas Caldwell, Hilary Frank and Adam Webb.

Saltash Town Council Grant Reporting Form

Name of Organisation – Saltash Regatta	
Amount Award	Festival Fund
£5000	
How has the award contributed to the success of your project/club/organisation? Please include photographs where possible. The £5,000 Festival Fund award from Saltash Town Council made a significant contribution to the successful delivery of Saltash Regatta & Waterside Festival 2026. The funding enabled us to deliver a large, free community festival across the Saltash Waterside, including Jubilee Green, Waterside Green and the surrounding waterfront area. The event brought together live music, family entertainment, water-based activities, community organisations and local performers, creating an accessible event for residents and visitors of all ages. Saltash Town Council's support was particularly important in helping us meet the substantial infrastructure and operating costs involved in staging a safe public event. These included event management and hire, staging and sound, security, toilets and generator provision, insurance, medical cover, entertainment and activities. The Festival Fund allowed us to retain the principle that the Regatta should remain predominantly free to attend. This is particularly important for families who may otherwise be unable to access larger community events because of cost. The 2026 programme included live entertainment throughout the weekend, activities for children and families, community participation and the traditional water-based elements of the Regatta. Redeemer Church Saltash supported the event through the popular cardboard boat race, paddle board fun activity and children's crafts, adding significantly to the family programme. A wide range of performers and organisations contributed to the weekend, helping us provide a varied programme rather than focusing solely on one type of entertainment. This diversity is important to the Regatta and helps us reach different age groups and sections of the community. Additional funding was secured through FEAST – Artys Kemeneth (Bomm Bras), which awarded Saltash Regatta CIC £2,500 towards live youth music delivered in partnership with Livewire Saltash. This enabled young musicians to perform as part of the festival programme and complemented the support provided by Saltash Town Council. The event also benefited from the professional support of Diverse Events in relation to event planning, compliance and delivery.	

As with any large outdoor festival, there were some challenges and last-minute changes. The experience has provided useful learning for the committee and will influence our planning for 2027, particularly around programming, infrastructure, communications with performers and ensuring that the wider community programme remains at the heart of the event.

Overall, Saltash Town Council's £5,000 contribution provided vital core funding and gave the committee the confidence to commit to the scale of event delivered in 2026. Without this support, the programme would have needed to be significantly reduced.

How has the grant from Saltash Town Council been promoted?

Please provide examples where possible such as screenshots of social media posts or banners.

Saltash Town Council was recognised prominently as a principal supporter of Saltash Regatta & Waterside Festival 2026.

The Council and Festival Fund were acknowledged through our event publicity and promotional activity, including:

- Saltash Regatta printed programme and event literature.
- Sponsor and supporter recognition associated with the festival.
- Social media promotion before and during the event.
- Event banners and promotional materials displayed around Saltash and the Waterside.
- Public acknowledgement of the organisations whose financial support made the festival possible.
- Online promotion connected with the Regatta programme and activities.

Saltash Town Council's contribution was presented as an important part of the funding package which enabled the event to remain accessible to the whole community.

We were extremely grateful for the Council's continued support and were keen that residents understood the direct connection between the Festival Fund and the activities taking place across the weekend.

For future events we intend to strengthen this further through a new and improved Saltash Regatta website, more consistent sponsor recognition across digital publicity and greater use of photographs, video and local social media content to demonstrate how public and community funding is being used.















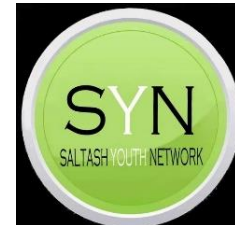


Signed Karen Lilley	Dated 11/08/2026

SALTASH YOUTH NETWORK

Tuesday 14th July 2026

THE CORE 7PM



1. Present

Don Berrey	
Jonathan Burgess	Saltash Air Cadets
Charlotte Carpenter	The Core; Chair of SYN
Charlie Carter	Saltash Junior Cricket Club
Sarah Davis	Saltash Utd
Tereza de Lucca	Fountain Head House
Hilary Frank	Cornwall Councillor; Secretary of SYN
John Higgins	Saltash Tamar Lions
Alison Hill	Page 2 Stage
Sue Hooper	Sue Hooper Charitable Foundation; President of SYN
Nikki Keyes	St John Ambulance Cadets
Craig King	Page2Stage
Micky Northfield	Saltash Amateur Boxing Club
Julia Peggs	Saltash Town Council, Livewire
Andy Rance	Livewire
Jenny Rowlands	St John Ambulance Badgers
Lucy Sayer	Saltash Community School
Margaret Simpson	Fountain Head House
Cheryl Smith	Saltash Girlguiding
Brian Stoyel	Mayor, Saltash Rotary

2. Apologies

Jonathan Budd	Wesley Youth Group
Sara del Gaudio	Saltash Community School
Dave Edwards	Saltash Army Cadets
Tina Fulcher	Saltash Junior Band
Laura Hodgson	Saltash Rugby Youth
Amy O'Meakin	Saltash Baptist Youth Group
Mike Robins	Saltash Sailing Club Cadets
Jon White	Youth at Redeemer Church
Jenene Williams	Saltash Scouts

3. Chair's Opening Remarks

Charlotte thanked Mayor Brian Stoyel for choosing Saltash Youth Network as his mayoral charity.

She advised members that a Freshers' Fair for youth groups would be held at The Core on 12th September, with representatives from organisations including the police and TEC girls giving short talks. Members were invited to set up stalls in the main hall to promote their groups. It is hoped that the event will help groups attract more adult volunteers.

NB: Since the meeting the date has been changed to Saturday 13th October from 1pm to 4pm.

ACTION: Members to let Charlotte or Hilary know if they want to set up a stall at Freshers Fair.

4. Adoption of the Minutes from the last meeting, April 2026

Proposed by Micky, seconded by Sue and agreed by all.

5. Matters Arising (Not on agenda elsewhere)

None.

6. Treasurer's Report

In Amy's absence, Charlotte reported that there was £4617.13 in the bank account.

7. Hardship Funding Application

Saltash United Juniors, £150 towards the cost of polycarbonate glasses.

Proposed by Andy, Seconded by Craig.

Approved unanimously.

8. Member Updates

ABC: Micky Northfield

- The gym is now completed, thanks to Travis Perkins and the father of one of the boxers.
- Numbers were really high until it became hot. They have dropped, but we still had 117 last month.
- There is a great ethos in the club.
- All the students from Fountain Head House have graduated. It was an absolute joy to coach them.

Fountain Head House: Tereza de Lucca and Margaret Simpson

- The school is going from strength to strength.
- Two Sports Days were held recently, one for younger students and one for older).
- The school is increasing in size from 93 to 120 students, and is refurbishing the second floor of the Lynher Building to accommodate the additional students.
- Contact with the local community is amazing, and the young people particularly enjoy their time in the boxing club and Livewire.

Margaret spoke about careers for students at Fountain Head House. She pointed out that, although all the learners have education, health and care plans (EHCPs), the Gatsby Benchmarks emphasise the importance of giving them opportunities to explore careers and learn practical skills. She was keen to find local businesses that might be able to welcome a group of young people.

Girlguiding Saltash, Cheryl Smith

- The Division Thinking Day was hosted in Saltash this year, and was attended by nearly 250 people from places including Looe, Callington, Liskeard.
- Brunel School's kitchen was used to cook tasters for Thinking Day.
- Rainbows enjoyed their Pot of Gold Day.
- Guides will be attending the Jamboree in a couple of weeks.
- The Rangers Unit has 20 members, making it the largest in Cornwall.
- We need adults who are willing to join the Management Committee for the Hall.

Livewire: Andy Rance

- Mondays and Thursdays are very busy.
- The team is doing a lot of work on the Waterside, but Livewire also has a team of two outreach workers going around Saltash, encouraging young people to engage in activities.
- The team visits the secondary school every Monday and Friday.
- An assistant has been taken on for Bernie, the mental health lead.
- From September, Livewire will be working with students at risk of exclusion and suspension.
- Livewire run a careers advice on Friday mornings.
- The Buttle Trust is a national children's charity that provides grants to children and young people affected by serious financial hardship or a recent crisis.

Page 2 Stage: Alison Hill

- Page 2 Stage really enjoyed leading the May Fair Parade. Thanks for the opportunity.
- Next year's show will be Beauty and the Beast, and we are delighted to confirm that both rehearsals and the show itself will be held at the secondary school.
- We've received 11 applications to join the group from September.
- At least two of the older cast members want to stay and join the production team.
- Our committee of 10 is filled to capacity.
- I've taken the difficult decision to step back from working directly with the children, but I will carry on as Chair. I was a founder member in 2012 and have been active ever since, so I will really miss it all, especially the contact with the children.
- Going forward, two producers will be taking on my role.

Safer Saltash, Julia Peggs

- The town council toilets have been vandalised again, and children have been causing damage at the pontoon. It is a minority of children, but it is still causing a lot of grief.
- There has been an increase in ketamine use.

Saltash Air Cadets, Jon Burgess

- Cadets from 335 Squadron supported Royal Cornwall Show organisers.
- The Commanding Officer has flown to Washington DC to attend the International Air Cadet Convention.
- Successful camps have been held in various locations.

Saltash Community School – Lucy Sayer

- A choir from the school sang in Birmingham at the weekend and gave an outstanding performance.
- Our Instagram account is @TeamSaltash. Please tag us.

Saltash Junior Cricket Club – Charlie Carter

- The club currently has between 15 and 20 All Stars, and about 10 Dynamos.
- The Under-10s recently won their first away match!
- We are hoping to organise taster sessions for scouts and guides.

Saltash Rotary – Brian Stoyel

- I have chosen the Youth Network as my mayoral charity for the year.
- There will be a 'B is for Brian' Quiz on 1st August and a Race Night 24th October to raise funds for the Youth Network.

Saltash Tamar Lions, John Higgins

- The Lions have experienced difficulties getting enough young people to form a Leos club in Saltash.
- The Lions have donated £200 to The Core for summer activities

Saltash United Juniors – Sarah Davis

- United Juniors has 23 registered teams, offering players a pathway into Saltash United.
- We are the only football club that offers specialist goalkeeper training.
- Winter training pitches remain a problem. Arrangements with the school did not work out, so the club has had to return to Saltmill, but it does not receive priority for available slots, which is causing issues.
- Winter training is costing the club £28,000, so we have had no choice but to increase annual subscriptions from £160 to £185.
- The club has seeded all its pitches, but there is no rain!

St John Ambulance Badgers – Jenny Rowlands

- The group has a full complement of Badgers, including a large number of 5-year-olds.

St John Ambulance Cadets – Nikki Keyes

- There are 10 cadets in the group.
- A Resusci Anne, a Baby Anne mannequin and a training defibrillator are available for use by SYN members. Members should contact Nikki if they would like to borrow them.

Sue Hooper Charitable Foundation – Sue Hooper

- The Foundation has distributed £1,500 to young people involved in music and the performing arts.
- Paryssa received funding to attend the National Youth Theatre.
- Two young opera singers, Rupert and Florence, received funding to attend the National Youth Choir.
- Livewire received funding to set up a stage at Saltash Regatta.
- Funding was awarded to Drama Express.

The Core – Charlotte Carpenter

- The Core is getting ready for summer activities, which will include visits to Crealy, Woodlands and Adrenaline Quarry.
- There has been a noticeable increase in the number of electively home-educated (EHE) young people, and The Core has set up a new Grub Club specifically for EHE students.

Wesley Youth – Craig King

- Jonathan is leaving the Wesley, and a new Deacon will be joining in October.
- The Wesley hosted the Library while the refurbishment was taking place, and this has led to an increase in the numbers of families attending Little Fishes.
- The new after-school club for primary-aged children is thriving thanks to the help of parents.

9. Date of Next Meeting

Tuesday 13th October 2026, 7pm at The Core



Youth Project
Making Music, Changing Lives

Registered Charity No. 1205758



Town Council Report

Q3 | 2026

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DELIVERY & PROVISION

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DELIVERY & PROVISION

Approximately **470** individual young people have been engaged with through open access sessions, young women's music making sessions, well-being group sessions, counselling, daytime referral sessions, recording sessions, and outreach sessions. All young people engaged with have received or are currently receiving individual or group support..

Of these, approximately **120** young people have measurable distance travelled. By this we mean that they have progressed positively over the period and shown real change.



Open Access Sessions

Total open sessions run: 28

Senior Sessions

22

During these sessions young people can receive music lessons in guitar, bass, drums, keyboard, vocals, live sound and music technology. They can also access lessons in stage lighting, rehearsal spaces, perform on stage, take part in single issue programmes, have youth worker support or counselling, volunteer, socialise and take part in our development group.



Junior Sessions

6

Alongside the activities offered in senior sessions, members can also take part in open mic on stage and art workshops. Young people from senior sessions can volunteer to help run this session.

Targeted Access Sessions

Total targeted sessions run: 23

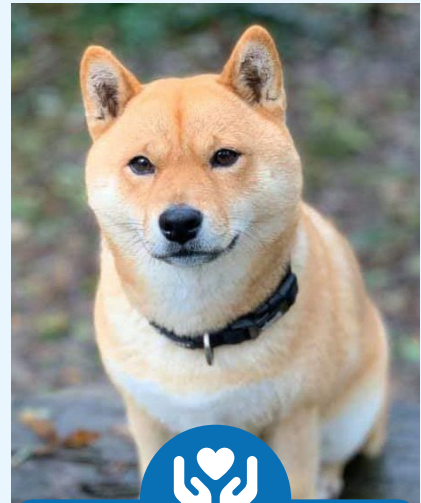


Young Woman's Group Sessions

12

During these sessions young women are encouraged to come along and make music with three female musicians; delivery is otherwise identical to our open-access senior sessions. These

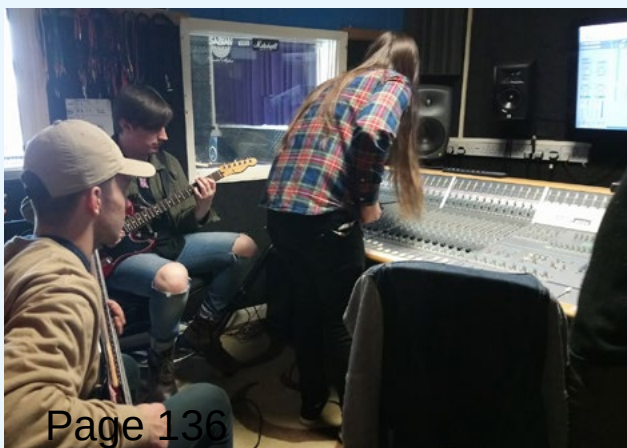
sessions are run by a JNC qualified youth worker and supported by one of our counsellors, meaning young women can access youth work and/or mental health support during session time. The importance of these female only sessions is to give young women an opportunity to explore the world through music in a safe and supported environment. Occasionally they will work on a specific topic, most recently around domestic violence and violence against women, this involved discussions and writing and recording some music based around the topic.



Wellbeing Group Sessions

11

These sessions are designed to cater to young people that might be too anxious for open access sessions. They are quieter due to a maximum of eight attendees, creating a calmer space for these individuals. Young people attending these sessions can access the art workshops, support with a counsellor or JNC qualified youth worker, make music with a musician, or engage with Akira the therapy dog, who is brought along by our wellbeing volunteer.



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Saturday Recording Sessions

11

On Saturdays, young people can engage with our lead musician to record and mix their music. These sessions grant many young people access to music recording opportunities they may otherwise not have due to barriers in their life.

Detached & Outreach Sessions

Detached and outreach sessions delivered: 10 (8 official and 2 equivalents during open access sessions)

Across the summer period, Livewire carried out an outreach project in collaboration with Devon & Cornwall police, hoping to make new positive connections with young people and create positive lasting impact at the Waterside and the wider Saltash area.

Throughout the programme we connected with numerous young people, with particular impact being made on six individuals whose relationships with the police and local community were strained due to significant antisocial behaviour.

Livewire's two outreach workers were able to help build bridges between these young people and the local police force through building relationships and creating opportunities for positive discussions with police around the issues which affected them. Their good behaviour and willingness to engage was rewarded with a sea fishing trip with the youth workers and PCSO Sarah and Police Officer Pip!

On this trip the young people were given opportunities to understand the impact of their behaviour whilst also being shown that adults and professionals were willing to listen and support them. They made a real positive impression on the trip, described by members of the public

as *"the most polite and kind young boys we have ever had the pleasure of hanging around with"*.

There have also been noticeable improvements in the young people's behaviour within the local area.

We have also been carrying out a significant amount of outreach work during our open access sessions, which is a natural result of our location and the number of young people who come to enjoy the Waterside in the summer months. Through this work we have helped maintain a positive environment on the Waterside and connect with young people we wouldn't ordinarily meet. Conversations about positive community relationships, safety around swimming in the Tamar, the impacts of antisocial behaviour have taken place with all these young people. We have also managed to get some of these young people to come inside and play games of pool, get involved in our music, and make new connections with other young people outside of their usual social circles.

Overall, the outreach programme has shown that negativity is not always the best tool for helping young people change. Positive relationships, consistent communication and meaningful opportunities can encourage better choices, improve attitudes towards ASB and strengthen relationships organisations. This partnership work also highlights the value of outreach work, and continued investments into similar projects would create further opportunities to build on these successes and support lasting positive change!



Single Issue Programmes

Single issue programmes delivered: 4

Violence against women and girls has been one topic; mental health, positive relationships, anger management.



ENGAGEMENT & SUPPORT

Education, Employment & Training

Young people supported in getting into employment in this period: 4

Young people supported in going back to school: 2

Young people supported in starting college during this period: 0



Our **job club** has been operating for a few months with an encouraging level of success for the young people we have worked with. Attendees have been helped building new CV's, contacting employers and gaining a better understanding about how their skills can be best used in the workplace.

This period we have had **48** referrals to Livewire's services from the following sources:



These young people have been referred for counselling, daytime youth work support, daytime music provision and access to our open access sessions.

Saltash Community School Support

Livewire provides two workers on a Monday and two on a Friday for 2-hour sessions. One hour is a drop in for students who can just turn up and chat or seek advice and the other hour is one-to-one support for individual young people who are struggling. These sessions are well attended and help us make new connections with young people who don't yet use our services.

VOLUNTEERING & DEVELOPMENT

Volunteers

380 volunteer support worker hours have taken place in this period.

Development Group

Currently Livewire's development group is focusing on gathering feedback from our members to identify areas which need attention, expansion or further development. We are expecting music to be the highlight area and are looking forward to implementing positive changes which will create lasting impact for the young people who make use of these provisions.

Match Funding

Match funding secured in this quarter includes **£3,000** from the Boardmasters Foundation and **£20,000** from Pete Townshend toward our Youth Work Apprentice.

News & Developments

Livewire is currently in the process of seeking funding to turn our ground floor counselling room into a **sensory room** and to completely refurbish the downstairs **café area**, making it look fresh and tidy but also safe and friendly for neurodiverse young people.

Livewire will also be running an **inclusion project at Saltash Community School**, starting at the end of September, the purpose of which is to support students at risk of exclusion and help them with strategies to enable them to remain in school, these will run in six-week blocks.



Livewire's Crew provision has already been a hugely successful project in the short time we have run it, with our internal events providing real-world training opportunities for the practical skills required for this type of work. Our four crew members were fortunate enough to attend Boardmasters Festival and Morvala Festival of arts as volunteer backstage crew.

The crew chiefs from these events had only positive things to say, with Crew Chief Keith from Morvala being particularly impressed with the work ethic and professional standards the young people brought. We intend to steadily build our numbers for this provision using our internal events as training for next year's festival circuit.



We were excited to expand our involvement for this year's **Saltash Regatta** with an outside stage for solo artists as well as our usual live bands on our indoor stage. The public happily accepted this new development, particularly those outside enjoying a cold pint in the heat! All our performers did a fantastic job, and we can't wait to do it all again next year.

Case Study

Earlier this year we were introduced to a young person who wanted to start attending senior sessions to help combat issues with anxiety, socialising and self-esteem. This young person's home life was difficult due to a very hectic environment, and they struggled throughout school to make friends. Their passion for music was also a factor in wanting to give Livewire a go, with the hope of forming a band and making some friends through this shared interest.

Over the months of this year we have worked with this young person, talking about anxiety and coping mechanisms whilst simultaneously encouraging them to make new connections with other young people to overcome their feelings of isolation and low self-esteem. We also encouraged them to begin taking part on solo stage performances on a Monday night, which took time but eventually became one of their favourite parts of coming down!

Eventually our attempts to make new connections for this young person led to them finding a small group of musicians who also enjoyed the same kinds of music. We encouraged them to form a band which, to our delight, came together very quickly, with the young person stepping up to the role of drummer!

Today this young person is almost unrecognisable to the one we were introduced to all that time ago. They are confident, outgoing, assertive and willing to jump into new things despite fears or apprehensions. Their mantra, so they tell us, is:

"If I'm feeling scared of something, I just want to do it even more! Everything I like about life at the moment has come from doing the same thing."

We couldn't be prouder of this young person and all others that take part in our work.

Livewire Youth Project would like to thank Saltash Town Council for its support in the delivery of essential youth services and look forward to sharing more positive news in future reports.



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THE CORE

Youth and Community Centre

Youth Work Quarterly Report

Saltash Town Council Youth Work Funding

June – August 2026

*Reporting on the first quarter of Saltash Town Council's
£50,000 per year, three-year investment in youth work*



1. Introduction

The Core Youth and Community Centre provides a safe, welcoming and nurturing environment for young people in Saltash. Our youth work offer combines open access provision, targeted activities, individual support, positive activities and partnership working, with young people's voices at the heart of how our services develop.

This quarterly report covers the period June to September 2026 and highlights the progress, activities and early impact of Saltash Town Council's significantly increased investment in youth work at The Core.

2. Planning for the Future – A Significant Investment in Saltash's Young People

This quarter marks an incredibly important milestone for The Core. From June 2026, Saltash Town Council significantly increased its commitment to youth provision in the town, awarding The Core £50,000 per year for three years – a total investment of £150,000.

This level of long-term support is transformational for The Core. Following the financial uncertainty experienced previously, having three years of committed funding provides us with stability and, importantly, the ability to plan confidently for the future.

Rather than operating from one short-term funding opportunity to the next, we can now take a more strategic approach to developing our youth work. We can retain experienced and trusted youth workers, strengthen our existing provision, respond to emerging needs and develop new opportunities for young people in Saltash.

The funding also enables us to continue providing preventative youth work. By offering young people safe spaces, positive activities and access to trusted adults at an early stage, we can often provide support before difficulties escalate and require more intensive intervention.

Saltash Town Council's investment is not being viewed simply as funding to maintain what we already do. It provides a strong foundation from which we can grow our services, attract additional funding, strengthen partnerships and increase the range of opportunities available to young people.

3. Early Impact of Saltash Town Council Investment

Investment / Development	Early Impact
£50,000 annual funding secured for three years	Greater financial stability and the ability to plan youth services strategically.
Additional Youth Support Worker	Increased staffing capacity at the busy Junior Youth Club, enabling more meaningful engagement and safer, higher-quality provision.
Additional Grub Club group	Targeted provision for young people who are home educated or attending school part-time; the successful pilot has continued and both groups are full this term.
Summer activities programme	145 young people accessed activities, centre-based provision, food and day trips during the school holidays.



Strengthened partnership work	Young people accessing the Educational Support Programme are increasingly connecting with other Core activities and one-to-one youth work support.
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4. Clubs and Activities

Grub Club – Expanding Our Offer

As a direct result of the increased funding, we have been able to establish an additional Grub Club group focused on young people who are home educated or attending school on a part-time timetable. The pilot scheme was a significant success and demonstrated a clear need for this type of provision.

We are delighted that both Grub Club groups are again fully booked for the current term. The sessions provide much more than cooking tuition: young people develop practical life skills, independence, confidence, communication and teamwork while socialising with peers in a relaxed and supportive environment.

For young people who may have fewer opportunities to socialise through school, this targeted group offers an important sense of connection and belonging.

Open Access Youth Work – Junior Youth Club

Our Junior Youth Club continues to be one of our busiest sessions. During the summer term, young people particularly enjoyed being outside for sports and games, which are always popular and provide opportunities to be active, work as a team and build friendships.

The increased Town Council funding has enabled us to employ an additional Youth Support Worker for this busy evening. This has strengthened our frontline team and means staff have more opportunity to engage meaningfully with individual young people, respond to additional needs and provide a wider range of activities.

The informal conversations that happen during open access youth work are often where young people begin to share worries, seek advice or ask for help. Having sufficient experienced staff available is therefore central to the quality and preventative value of these sessions.

Senior Youth Club

Our Senior Youth Club continues to offer young people aged 13–18 a safe and welcoming space to meet friends, take part in sports and games, access food and spend time with trusted youth workers. The open access nature of the session allows relationships to develop over time and provides young people with support when they need it.

Climbing Club

Climbing Club continues to provide a positive activity for children and young people aged 5–18. Sessions encourage confidence, resilience, problem-solving and physical activity, with young people able to challenge themselves in a supportive environment using our indoor climbing wall.



Boxing Club

The boxing provision based at The Core continues to offer young people a structured activity that promotes fitness, discipline, confidence and self-esteem. It remains an important part of the range of opportunities available to young people using the centre.

Craft Club

Craft Club continues to provide a smaller, relaxed after-school environment where young people can learn new creative skills, spend time with friends and access informal support from youth workers.

Just Be You

Just Be You continues to provide a welcoming and inclusive space where young people can build friendships, express themselves and access trusted support. Maintaining targeted provision alongside our open access sessions remains an important part of ensuring that young people with different needs can find a space in which they feel comfortable and valued.

5. Summer Activities Programme

The summer holidays were an extremely busy period at The Core, with 145 young people accessing our summer activities programme.

The programme included day trips to local theme parks and attractions alongside activities at the centre. We also provided food during our centre-based sessions, helping to ensure that young people could access positive, affordable opportunities throughout the school holidays.

The programme enabled young people to spend time with friends, try new experiences, remain active and maintain contact with trusted youth workers during the long summer break. For young people who may experience isolation or have limited opportunities during the holidays, maintaining these relationships and routines can be particularly valuable.

6. Educational Support Programme and Partnership Working

Our partnership with the Educational Support Programme has continued to go from strength to strength. The programme supports young people who are home educated, attending school on reduced or part-time timetables, or who are finding mainstream education difficult.

Many of the young people accessing the programme have Special Educational Needs (SEN), have experienced bullying, or are struggling to cope within a mainstream school setting. The smaller and more supportive environment provides an important alternative for these young people.

The Core works closely alongside the programme to ensure that young people have access to wider youth work opportunities and support. We are seeing young people who initially attend for education subsequently accessing several other groups and activities at The Core. This provides additional opportunities for social interaction, confidence building, positive relationships and community participation.

Young people attending the programme can also access one-to-one support from our youth workers. This partnership approach means that educational support does not sit in isolation; young people can build relationships with trusted adults and access wider help when difficulties arise.



7. One-to-One Youth Work and Saltash Community School

Our continued partnership with Saltash Community School remains an important aspect of our work. We continue to provide one-to-one youth work support to individual young people within the school, offering a confidential space to talk with an experienced youth worker.

This work provides early help for young people who may be experiencing difficulties with education, relationships, confidence, emotional wellbeing or other challenges. It also creates an important bridge between school and community-based youth work, allowing young people to become familiar with the wider activities and support available at The Core.

The relationships developed through this work are a key part of our preventative approach and demonstrate the value of youth workers being accessible to young people in the places where they already spend their time.

8. Youth Voice and Youth Committee

Keeping young people at the heart of everything we do remains fundamental to our approach. Our Youth Committee provides an important opportunity for young people to have a genuine voice in the development of The Core and the services we provide.

Committee members are encouraged to share their views, suggest activities and improvements, contribute to decision-making and help shape future provision. Their involvement helps us ensure that our youth work remains relevant and responsive to what young people in Saltash actually want and need.

The Youth Committee also gives members opportunities to develop confidence, leadership skills, responsibility and a greater sense of ownership of their youth centre. As our services develop over the three-year funding period, we are committed to strengthening youth participation further and ensuring young people continue to influence the direction of our work.

9. Partnership Working

Partnership working remains central to our ability to provide effective support. Our relationships with Saltash Town Council, Saltash Community School, Safer Saltash, Police, Early Help team, Saltash Youth Network the Educational Support Programme and other local and countywide services enable us to identify needs, share opportunities and connect young people and families with appropriate support.

Having a strong network around young people means that The Core can provide preventative support while also recognising when specialist or additional help is required. We will continue to strengthen these partnerships throughout the three-year funding period.

10. Outcomes and Evidence of Impact

During this quarter, the clearest evidence of impact has included:

- 145 young people accessing our summer activities programme.
- A successful pilot and continuation of an additional Grub Club for young people who are home educated or attending school part-time.



- Both Grub Club groups being fully booked for the current term.
- An additional Youth Support Worker employed to strengthen delivery at the busy Junior Youth Club.
- Young people from the Educational Support Programme progressing into other activities and groups at The Core.
- Continued access to one-to-one youth work support both through The Core and our partnership with Saltash Community School.
- Young people continuing to influence provision through our Youth Committee.

Alongside participation figures, we will continue to capture young people's experiences, progression and individual outcomes so that the impact of Saltash Town Council's investment can be demonstrated throughout the three-year funding period.

11. Value for Money and Sustainability

Saltash Town Council's investment is enabling The Core to move from short-term financial uncertainty towards sustainable, planned youth provision. The funding is supporting both the continuation of established services and the development of additional provision in response to identified need.

Importantly, the three-year commitment gives us the confidence to invest in our workforce and plan services over a longer period. The appointment of an additional Youth Support Worker and expansion of Grub Club are already tangible examples of how the funding is increasing both the capacity and quality of our youth work.

The Town Council's support also provides a strong foundation from which The Core can seek complementary grant funding and partnership opportunities, helping us maximise the value and reach of the investment.

12. Looking Ahead

The period from June to September represents the beginning of an exciting new chapter for The Core. Our priority over the coming months is to build on the strong start made during this first quarter of the new funding agreement.

We will continue to develop targeted opportunities for young people who are home educated or struggling within mainstream education, maintain strong open access provision, strengthen youth voice and participation, and ensure that individual young people can access trusted support when they need it.

We will also continue to monitor attendance, participation, individual outcomes, volunteering, progression and feedback so that we can demonstrate clearly how the investment is benefiting young people and the wider Saltash community.

13. Conclusion

Saltash Town Council's commitment of £50,000 per year for three years is a significant investment in the young people of Saltash and in the long-term sustainability of professional youth work within the town.



The impact is already visible. During this first reporting period we have expanded targeted provision, strengthened our staff team, delivered a successful summer programme reaching 145 young people, continued vital one-to-one work, and strengthened pathways between education support and wider youth provision.

Most importantly, the funding gives The Core the stability to plan ahead while keeping young people at the centre of our decisions. We are extremely grateful to Saltash Town Council for its confidence in The Core and for recognising the value of accessible, preventative and relationship-based youth work.

We look forward to continuing to work in partnership with the Town Council over the next three years and to demonstrating the difference this investment makes to young people, families and the wider Saltash community.